



G R E A T E R S A L T L A K E

Municipal Services District

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES GREATER SALT LAKE MUNICIPAL SERVICES DISTRICT

Held Wednesday, March 13, 2024
2001 South State Street
Room N2-800
Salt Lake City, UT 84190

Trustees Present:

Keith Zuspan, Chair (via WebEx)
Sean Clayton, Vice-Chair (via WebEx)
Eric Barney
Kelly Bush (via WebEx)
Paulina Flint
Joe Smolka
Laurie Stringham

Staff Present:

Marla Howard, General Manager
Brian Hartsell, Associate General Manager
Stewart Okobia, Director of Finance
Tabitha Mecham, Executive Assistant (via Webex)
Trent Sorensen, Director of Planning and Development Services
Izabela Miller, Director of Information Technology (via WebEx)
Daniel Torres, Manager of Economic Development
Mark Anderson, Legal Counsel
Maridene Alexander, Communications Manager (via WebEx)
Alex Rudowski, Grading, Floodplain and Stormwater Manager (via WebEx)
Kirk Boyington, Chief Building Inspector (via WebEx)

Others Present:

Paul Ashton, Magna and White City Metro Townships Legal Counsel
David Brickey, Magna Metro Township Administrator
Scott Baird, Salt Lake County Director of Public Works and Engineering
Gordon Miner, Hansen Allen & Luce (engineering firm)
Steve Kuhlmeier, Salt Lake County Engineering
Kade Moncur, Salt Lake County Engineering and Flood Control (via WebEx)
Ryan Anderson, Salt Lake County Economic Development (via WebEx)
Rori Andreason, Administrator for White City and Magna Metro Townships (via WebEx)
Steven Calbert, (via WebEx)
Greg Shelton, (via WebEx)
Leon Berret, Salt Lake County Public Works Operations (via WebEx)

1. **Call to Order**

Inasmuch as neither Chair Zuspan nor Vice Chair Clayton were physically present at the anchor location, Trustee Smolka chaired the meeting and called the meeting to order at 6:00 p.m.

2. **Pledge of Allegiance**

The pledge of allegiance was recited.

3. **Public Comments**

There were no public comments.

4. **Presentation on roles and responsibilities of plan approvers**

Scott Baird and Gordon Miner gave a presentation entitled “You Approved It” dealing with the roles and responsibilities of plan approvers.

5. **Update on Emigration Creek Culvert Project concerning FEMA Funds related to 2023 flooding**

Steve Kuhlmeier discussed the impact of 2023 flooding in Emigration Canyon and the use of FEMA (Federal Emergency Management Agency) funds to fix culverts that were damaged and mitigate future flooding. FEMA did not declare an emergency in Salt Lake County and, consequently, no FEMA grant money will be available.

6. **Approve a budget adjustment to fund \$30,000 for a new project MC240012 to design the replacement storm drain on 9080 W from unspent funds from completed project MC210021**

Steve Kuhlmeier presented a new project in Magna to design the replacement of the storm drain on 9080 West that will be funded by unspent funds after the completion of project MC210021 in the amount of \$30,000.

Trustee Barney moved to approve a budget adjustment to fund \$30,000 for a new project, MC240012, to design the replacement storm drain on 9080 West using unspent funds from completed project MC210021. Trustee Stringham seconded the motion. The motion carried with Trustees Zuspan, Bush, Barney, Clayton, Flint, Smolka and Stringham each voting “aye”.

7. **Approve a budget adjustment of \$20,000 for construction of the Magna Storm Drain waterline loop match payment project MC1900005 on 31000 S from unspent funds from completed project MC210021**

Steve Kuhlmeier requested a budget adjustment of \$20,000 to fund the required match payment for project MC240012 from completed project MC210021.

Trustee Barney moved to approve a budget adjustment of \$20,000 for construction of the Magna Storm Drain waterline loop match payment,

project MC1900005 on 31000 South, from unspent funds from completed project MC210021. Trustee Stringham seconded the motion. The motion carried with Trustees Zuspan, Bush, Barney, Clayton, Flint, Smolka and Stringham each voting “aye”.

8. Approve the use of contracted road maintenance budgeted funds for a road maintenance project in Unincorporated Salt Lake County in partnership with Sandy City along 1300 E between 8600 and 9400 S

Brian Hartsell discussed a report that summarized this Project, which is for an unincorporated island, in conjunction with Sandy City. Funds were being requested from the budgeted contracted maintenance fund for this specific Project. Specifics regarding the area were discussed. Trustee Stringham will undertake some research, and will have comments from Public Works Operations to share with Sandy City about the impact on Galaxy Drive.

Trustee Flint moved to approve the use of contracted road maintenance budgeted funds for a road maintenance project in Unincorporated Salt Lake County in partnership with Sandy City along 1300 East between 8600 and 9400 South. Trustee Bush seconded the motion. The motion carried with Trustees Zuspan, Bush, Barney, Clayton, Flint, Smolka and Stringham each voting “aye”.

9. Introduction of Daniel Torres Economic Development Manager

Daniel Torres provided an overview of his background and experience, his first week on the job, and his plans for the next 30 days.

10. Legislative Update

Mark Anderson presented a recap of the 2024 Legislative Session.

11. Required Board Member trainings completed by May 8, 2024

Stewart Okobia reminded the Trustees of the training requirements that apply to special district board members. Links to online training that satisfy many of the requirements were sent out from the Utah Auditor’s website.

12. Discussion on Budgetary Changes due to Fiscal Year Change

Stewart Okobia presented an option regarding adjusting the budget for the stub fiscal year that will end on June 30, 2024 -- transitioning from a full calendar year budget to a partial year budget.

13. Discussion on Public Works Operations proposed road maintenance for the Fiscal Year ending June 30, 2024

Brian Hartsell presented the maintenance projects that will be undertaken during the first six months of 2024, and then during the new fiscal year that will begin on July 1, 2024. He referred to the report that he provided in the Board meeting packet. He distinguished the

capital projects that will begin in 2025 from the 2024 projects and provided maps for the projects, community by community. He stated that the Public Works Department is willing to meet with the legislative body of each community regarding community specific projects.

14. Discussion of Timeline for Transition from Metro Townships to Cities and Town

Marla Howard discussed the key transition points, specifically pertaining to the process of implementing taxation for each of the new cities and the new town. She mentioned that the MSD staff will be prepared to help each member community legislative body prepare for the imposition of taxes, should they so desire.

15. General Manager report

Marla Howard reported that:

- The staff has asked for more live trainings to discuss major projects and changes to policies that affect the staff. Also, an annual retreat is being planned for May at the Utah Local Governments Trust.
- Rachel Manko has been hired to the position vacated when Ace Mack resigned.
- The Board will be presented a Resolution to approve changing the fiscal year of the MSD to July 1 through June 30, but only after H.B. 35 is signed by Governor Cox.
- Brian Hartsell, Marla Howard and Tabitha Mecham met with County Clerk Lannie Chapman and some of her staff members and were informed that the County Clerk's office wouldn't be able to meet the clerk/recorder needs for the newly formed cities and the Town of Copperton. Marla Howard will create an organizational chart that will include additional staff positions.

16. Other Metro Township, Town, Unincorporated County and Greater Salt Lake Municipal Services District business

There was no other business to be considered by the Board.

17. Discussion of future agenda items

No future agenda items were suggested.

18. Discussion of the purchase, exchange, or lease of real property (Possible closed meeting pursuant to Utah Code Ann. 52-4-205(1)(d))

It was moved by Trustee Barney and seconded by Trustee Stringham that the Board go into closed session to discuss the purchase, exchange or lease of real property. The motion carried with Trustees Zuspan, Bush, Barney, Flint, Smolka and Stringham, each voting "aye". Having left the meeting, Trustee Clayton did not vote on the motion.

The meeting went into closed session at 7:53 p.m. with all of the members of the Board of Trustees present, except Trustee Clayton, along with Brian Hartsell, Marla Howard, Stewart Okobia, Tabitha Mecham, Mark Anderson, Daniel Torres and Trent Sorenson.

The meeting returned to open session at 8:04 p.m. No action was taken during the closed portion of the meeting other than the approval of a motion to close the closed meeting and return to open session.

19. Approve Action on Lease of Real Property

This agenda item was tabled.

20. Discussion regarding the deployment of security personnel, devices or systems (Possible closed meeting pursuant to Utah Code Ann. 52-4-205(1)(f))

It was moved by Trustee Stringham and seconded by Trustee Barney that the meeting go into closed session to discuss the deployment of security personnel, devices or systems. The motion carried with Trustees Zuspan, Bush, Barney, Flint, Smolka and Stringham each voting “aye”. Trustee Clayton was absent and did not vote.

The meeting went into closed session at 8:06 p.m. with all of the members of the Board of Trustees present, except Trustee Clayton, along with Brian Hartsell, Marla Howard, Stewart Okobia, Tabitha Mecham, Mark Anderson, Daniel Torres and Trent Sorenson.

The meeting returned to open session at 8:31 p.m. No action was taken during the closed portion of the meeting other than the approval of a motion to end the closed meeting and return to open session.

21. Discussion of the character, professional competence, or physical or mental health of an individual (possible closed meeting pursuant to Utah Code Ann. § 52-4-205(1)(a))

This agenda item was not needed.

22. Discussion of pending or reasonably imminent litigation (possible closed meeting pursuant to Utah Code Ann. 52-4-205(1)(c))

This agenda item was not needed.

23. Adjourn

Trustee Flint moved to adjourn the Board meeting. Trustee Barney seconded the motion. The motion carried with Trustees Zuspan, Bush, Barney, Flint, Smolka and Stringham each voting “aye”. Being absent, Trustee Clayton did not vote.

Trustee Smolka declared the meeting to be adjourned at 8:37 p.m.

Approved by the Board of Trustees of the Greater Salt Lake Municipal Services District on the 28th day of March, 2024.

Keith Zuspan, Chair

ATTEST:

Stewart Okobia, Clerk

4874-9659-6400, v. 1

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