



SNYDERVILLE BASIN

# WATER RECLAMATION DISTRICT

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## BOARD OF TRUSTEES MEETING MINUTES

February 23, 2026

\*\* District Office\*\*

5:00 p.m.

\*\* The meeting is open to the public and will also be conducted electronically using Microsoft Teams\*\*

\*\* For information on how to connect to the meeting, please call 435.649.7993 or email Dan Olson @ [dolson@sbwr.org](mailto:dolson@sbwr.org) by 4:30 p.m. on Monday, February 23, 2026\*\*

### I. CALL TO ORDER

The February 23, 2026, Board of Trustees meeting was called to order by Chair Jan Wilking at 5:00 p.m. Other Board members in attendance were Mary Ann Pack, Robert Richer and Ryan Dickey. Richard Pick arrived at 5:04 p.m. Staff in attendance were Mike Luers, Kevin Berkley, Dan Olson, Chad Burrell, Bryan Steele, Cory Shorkey, and Kim Dudley. Also, in attendance were Jeremy Cook, Cohne/Kinghorn, Craig Ashcroft, Carollo Engineers, Brian Baker, Zions Corporation, and Randy Larsen, Gilmore & Bell, P.C.

### II. OATH OF OFFICE – Jan Wilking

Ms. Dudley administered the Oath of Office to Jan Wilking.

### III. CONSENT AGENDA

- A. Approval of Board Meeting Minutes for January 26, 2026
- B. Final Project Approval
  - 1. Promontory – Painted Valley Pass Extension
- C. Escrow Fund Reduction Approval
  - 1. Promontory - Painted Valley Pass Extension – Retain 10%

Ms. Pack made the motion to approve the Consent Agenda, Mr. Ricker seconded, and the motion carried with Mr. Dickey, Mr. Richer, Ms. Pack, and Mr. Wilking voting in the affirmative.

### IV. PUBLIC INPUT – There was no public input.

**V. APPROVAL OF EXPENDITURES** – Bills in the Amount of \$1,959,760.18 – Mr. Luers stated the Expenditures were in the amount of \$1,959,760.18. Included in that amount was a bond payment from our 2015 bond. A payment to USGS for our gaging stations as Mr. Burrell continues to work towards receiving assistance from other water companies. And approximately \$100,000 to Park City for the franchise fee.

Ms. Pack inquired about the payment to ETS for the 2026 server refresh, asking if that was due to the I.T. issues we had. Mr. Luers replied that it was for planned maintenance.

Mr. Richer made the motion to approve Expenditures in the amount of \$1,959,760.18, Mr. Pick seconded, and the motion carried with Ms. Pack, Mr. Dickey, Mr. Richer, Mr. Pick, and Mr. Wilking voting in the affirmative.

### VI. SERVICE AWARDS – Mike Luers – 25 years

Mr. Wilking presented Mr. Luers with his service award for 25 years. He said that he can't believe it's been 25 years. He congratulated Mr. Luers and said it's wonderful working with him.

Mr. Luers said working for this board and the other board members over the years has just been an absolute delight. He said what keeps him here is obviously the board but also the staff who make his job enjoyable and who work with the public very well and he is very proud of them.

Mr. Wilking said that you have been a great leader and the board congratulated him for 25 years.

## **VII. SUBDIVISION PROJECTS**

### **A. Promontory Eastern Sky - 12 REs**

Mr. Shorkey stated the applicant has filed a Line Extension Agreement to extend wastewater main lines within the Promontory Development. The proposed project will be served exclusively by a short low-pressure sewer system, which will connect to a previously installed low-pressure main line stub.

Mr. Pick made the motion to approve Subdivision Projects – Promontory Eastern Sky - 12 REs, Ms. Pack seconded, and the motion carried with Mr. Pick, Mr. Dickey, Mr. Richer, Ms. Pack, and Mr. Wilking voting in the affirmative.

### **B. Park City Municipal Bus Stop Improvement Project - 0 REs**

Mr. Shorkey said the applicant has filed a Line Extension Agreement to re-align an existing sewer mainline. Realignment will accommodate a bus stop improvement and maintain sewer access within the road right-of-way. The project will result in one additional manhole. No additional mainline is required.

Mr. Richer made the motion to approve Subdivision Projects – Park City Municipal Bus Stop Improvement Project - 0 REs, Mr. Pick seconded, and the motion carried with Mr. Dickey, Mr. Richer, Mr. Pick, Ms. Pack, and Mr. Wilking voting in the affirmative.

### **C. Iron Canyon Phase 2 - 3.33 REs**

Mr. Shorkey stated the applicant has filed a Line Extension Agreement to extend a gravity main line North from Country Lane to serve an isolated lot within Aspen Springs Subdivision. The proposed project will require access and maintenance easements from the developer and neighboring property owners.

Mr. Shorkey said the neighbors have come together to grant the easements.

Mr. Pick asked if we had the easements and if we anticipated having any problems getting them. Mr. Shorkey replied that we have one easement, and doesn't anticipate having any problems getting the others.

Ms. Pack made the motion to approve Subdivision Projects – Iron Canyon Phase 2 - 3.33 REs – 2 Lots, Mr. Richer seconded, and the motion carried with Mr. Pick, Ms. Pack, Mr. Richer, Mr. Dickey, and Mr. Wilking voting in the affirmative.

**Estimated LEA REs Year to Date: # Above Splitter 0; # ECWRF 0; # SCWRF 0; Total 0**  
**Proposed this Meeting: # Above Splitter 0; # ECWRF 3.33; # SCWRF 12; Total 15.33**

## **VIII. DISTRICT MANAGER**

### **1. Action Items**

1. Consider adopting Resolution #156 – Authorizing the Issuance & Sale of not more than \$13,000,000 Aggregate Principal Amount of Sewer Revenue Refunding Bonds; and related matters – Mr. Luers asked Mr. Baker, Zions Corporation, to present the information on refunding our 2015 bonds. Mr. Baker began by saying that back in October 2024 a resolution was passed authorizing the refinancing those bonds. The rates have gone down and by refinancing now

we can save approximately \$100,000 a year. This resolution is modeled by the resolution we already passed and by passing another resolution it gives us maximum parameters for the bonds.

Mr. Richer stated from a legal standpoint the agenda reflected \$11,000,000 and the resolution reflected \$13,000,000. Mr. Baker replied the \$13,000,000 stated in the resolution is correct and will be published as such.

Randy Larsen, Gilmore & Bell, P.C. reiterated the resolution in the packet should say \$13,000,000 and to be safe we did raise that amount to \$13,000,000 as opposed to \$11,000,000. The savings that Mr. Baker is anticipating are net of all costs of issuance.

Mr. Richer made the motion to adopt Resolution #156 – Authorizing the Issuance & Sale of not more than \$13,000,000 Aggregate Principal amount of Sewer Revenue Refunding Bonds, Ms. Pack seconded, and the motion carried with Mr. Dickey, Mr. Richer, Mr. Pick, Ms. Pack, and Mr. Wilking voting in the affirmative.

2. Specifications and LEA Revisions- Mr. Shorkey and Mr. Berkley reviewed The 2026 SBWRD Development Procedures, Design Standards and Construction Specifications as follows:

### **2026 SBWRD Development Procedures, Design Standards and Construction Specifications**

#### **Summary of Significant Revisions**

The Snyderville Basin Water Reclamation District Engineering Department, in coordination with the SBWRD Collections Department, has updated the SBWRD Development Procedures, Design Standards and Construction Specifications. The following is a summary of the significant changes made to the previous version, dated April 20, 2020.

1. Clerical changes throughout (capitalization, punctuation, grammar, etc.)
2. Section 102.7
  - a. Added section concerning illegal groundwater and stormwater connections

Mr. Pick asked what we updated in this section. Mr. Berkley replied we made the amount of a \$1,000 per day fine if there is an illegal groundwater or stormwater connection.

Mr. Cook stated that we updated it to state SBWRD may impose a fine of up to \$1,000 per day per connection against the owner of any property with an illegal groundwater or stormwater connection or against any builder, contractor, or other party that knowingly or intentionally installs an illegal groundwater or stormwater connection.

Mr. Olson stated the word is out on illegal connections and the contractors are aware and are starting to connect them the right way.

Mr. Pick asked how often we update the Development Procedures, Design Standards and Specifications. He said this must be a lot of work. Mr. Berkley replied the last time we updated it was in 2020.

1. Section 303.8

- a. Added Section B to address when polymer (corrosion resistant) manholes are
- b. required. Polymer manholes are required in the following circumstances:
  - i. Manholes with an inside drop structure
  - ii. Manholes with depths greater than 16'
  - iii. Manholes connecting to lines 18" or greater
  - iv. Manholes with a low-pressure sewer system combination air valve
  - v. Manholes receiving wastewater from a low-pressure sewer system or force main
  - vi. New construction manholes within the greater distance: two pipe segments OR 500 feet of a low-pressure or force main receiving manhole.
  - vii. Manholes that may have high levels of turbulence
  - viii. Sampling manholes on private wastewater lines
- c. Note that polymer manholes generally cost two to three times as much as standard concrete manholes and carry a 50-year warranty for corrosion.

Mr. Shorkey commented that from our perspective this section is the biggest item on our list. What we effectively have done is taken manhole liners, which we've used in various applications and pulled them out of our specifications, we found that the maintenance cost on those and the life cycle is just too high. The polymer concrete technology has come to a point where it's not equal in affordability but it's close enough that the level of life cycle costs far outweighs a manhole with an epoxy liner. We experimented with a product that Geneva pipe was making and determined that it was insufficient for our applications. What we've done here is we've found several scenarios in our specifications which were all extenuating circumstances in our previous specifications that would require a lined manhole or another form of extra protection to the system, and we've named those as standard operating procedures from here on out as polymer concrete manhole applications. The biggest one we'd like to make sure everyone is aware of is anytime we have a business that has a grease interceptor their sampling manhole per the plumbing code must be acid resistant.

Mr. Luers stated that this has been a huge issue for districts and cities across the world. Sewer gases are released when you have a lot of these items listed under 3.a. Hydrogen sulfide gas along with the bacteria eats away the concrete. This is a long-term approach to the system we've been working on for many years, and we've tested a lot of liners. When you put in a good polymer manhole you're done.

2. Section 303.10

- a. For new pump stations, spare replacement parts for some materials will be required.

Mr. Shorkey said we've beefed up our pump station replacement parts requirements stating that equipment with typically long lead times and essential equipment specific to the pump station shall be provided with a spare replacement part as determined by SBWRD.

3. Section 303.11

- a. Added survey requirements for new force mains

Survey requirements for new force mains have been in our specifications and we have made it clearer.

4. Section 303.15
  - a. Added section addressing contaminated soil mitigation

We added a section for contaminated soil mitigation saying if you're in an area that has contaminated soils you need to contact the appropriate governing body to tell you how to deal with those.

5. Section 304.9
  - a. Added language to prohibit butt fusion for pressure lines (butt fusion, as opposed to external couplings, may restrict the flow through smaller diameter pipes)

On some of our smaller diameter lines we've added a provision saying it's required to use an electric fusion coupler.

6. Section 404
  - a. Removed language dealing with manhole interior coating (all manholes that previously required coatings are now required to be polymer manholes)

We removed language about interior manhole coatings stating we require polymer manholes.

7. Section 404.1
  - a. Removed the requirement for steps in manholes
  - b. Added general requirements for polymer manholes

We are removing stairs from the manhole specifications.

8. Section 404.7
  - a. Revised language to allow manhole covers that have side pick holes

All our manhole covers have been with a closed-pick pick hole (sealed off so water can't get in). We're going to allow side pick manholes that allow for a little bit of ventilation.

9. Section 405.2
  - a. Revised material requirements for low-pressure sewer system materials

Section 405.2.a. as stated in description.

10. Section 407.1
  - a. Revised material requirements for HDPE to PVC couplings

Section 407.1.a. as stated in description.

11. Section 410.7
  - a. Revised material requirements for cleanout rings and covers

Section 410.7.a. as stated in description.

12. Section 410.9

- a. Revised requirements for new lateral connections on lined main lines

Section 410.9.a. as stated in description.

13. Section 502.1

- a. Removed Section D, which addressed excessive callback inspections for private laterals.

Mr. Richer asked why we pulled out section D. Mr. Shorkey replied that we pulled it out mostly because we don't do it and don't enforce it.

14. Section 509.7

- a. Revised the minimum and maximum manhole adjustment requirements

The manhole adjustment requirements have been updated to a 12-inch minimum.

15. Section 509.9

- a. Provided procedures for modifying manhole aprons
- b. Added the requirement to remove and replace manhole collars for existing manholes that are impacted by new construction

Section 509.9.a and 509.9.b as stated in description.

16. Section 514.4

- a. Revised requirements for test tee installation on new low-pressure laterals

Section 514.4.a. as stated in description.

17. Section 516.11

- a. Removed Holiday (Spark) Testing section
- b. Spark testing is used for interior coatings on manholes

We removed references to holiday spark testing and interior coating on manholes.

18. Section 517.1

- a. Added a section to allow SBWRD to require additional or repeat testing

We added a section to give ourselves more authority to require additional or repeat testing. Some projects linger for 2 or 3 years, and additional testing may be required.

19. Appendix A

- a. Line Extension Agreement modified to include information on water source protection zones and contaminated soils
- b. Easement documents revised as directed by Jeremy Cook

Mr. Berkley stated that we added a few more specifications for the Line Extension Agreement, requiring the developers to let us know if the project is within a water source protection zone and soils ordinance area. Mr. Cook has been working with us on updating our easements, addressing some concerns the developers have.

20. Appendix B

- a. Removed several documents that are not needed by the public
- b. Updated Wastewater Service Applications
- c. Updated Pretreatment Questionnaire with minor modification concerning 3-compartment sinks

21. Appendix C

- a. SBWRD Standard Details updated to be in harmony with the other revisions made to the Spec. book and to address needed modifications and clarifications

We've updated all the appendixes to match what's been changed in the Spec. book.

Mr. Luers gave kudos to Mr. Berkley, Mr. Shorkey, and staff for updating the 2026 SBWRD Development Procedures, Design Standards and Construction Specifications. As Mr. Pick mentioned this takes a lot of time and they've done a great job. We are asking the board to approve the Specifications and LEA revisions as presented and inference to the agenda.

Mr. Pick made the motion to approve the 2026 SBWRD Development Procedures, Design Standards and Construction Specifications, Ms. Pack seconded, and the motion carried with Mr. Pick, Mr. Dickey, Mr. Richer, Ms. Pack, and Mr. Wilking voting in the affirmative.

2. Discussion Items – 2025 Asset Management Report – Mr. Luers stated that the 2025 Asset Management Report is essentially our report card. On the summary is our report card for 2025. We have maintained 274 line segments with extra maintenance as referenced on the footnotes. Of the 274 line segments that did not meet the minimum level of service, 104 segments are managed by enhanced maintenance. These line segments include residential lines with high grease and lines with improper slope. The remaining 170 segments are scheduled to be renewed in ongoing renewal projects. During 2025, 103 manholes were renewed by District crews. 126 manholes remain to be renewed.

Mr. Pick said the line segments that include residential lines with high grease and lines with improper slopes we don't have any control over those. Mr. Luers replied the lines with improper slopes may have a little belly in them which holds water and because it holds water stuff settles. Depending on how bad it is the Collections crew may go out and clean it every 6 months and normally we might go every 4 years. Mr. Richer stated that we have made progress in the last 3 years. Mr. Olson said that some of the lines are due to grease and we have eliminated some of that with education. Some of the bellies are created by geological events.

On all remaining items we are right on target with the service levels that the board established. The board established the Asset Management Plan 25 years ago. Of all the actions that we have been a part of the asset management approach to our system is the most important thing that we have ever done.

On the level of service for engineering and administration we are sitting at 95%. Our surveys keep going down. Mr. Luers said we may want to change our approach.

Mr. Richer suggested we answer the questions instead of asking them by giving the customers information on what we do. Mr. Luers replied that he liked that idea and we will do that next time.

- 3. Information Items
  - 1. Financial Statement
  - 2. Impact Fee Report – Mr. Luers stated that it's January and the RE's are just coming in.
- 3. 2026 Adopted Budget / 2025 Performance Report (emailed)

**IX. FUTURE AGENDA ITEMS**

- A. Projects
- B. Operations
- C. Finance
- D. Governmental Matters

**X. ADJOURN**

Ms. Pack made the motion to Adjourn at 6:04 p.m., Mr. Richer seconded, and the motion carried with Mr. Pick, Mr. Dickey, Mr. Richer, Ms. Pack, and Mr. Wilking voting in the affirmative.



*Jan Wilking*  
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Jan Wilking, Chairman

*Kim Dudley*  
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Kim Dudley, Administrative Assistant / Clerk