BOARD OF TRUSTEES MEETING MINUTES

June 22, 2015
** District Office**
5:00 p.m.

I. CALL TO ORDER

The June 22, 2015, 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, Richard Pick, Robert Richer and Mayor Jack Thomas. SBWRD staff in attendance were Mike Luers, Roger Robinson, Michael Boyle, Bryan Atwood, Dave Actor, Brian Passey, Kevin Berkley, Scott McPhie, Chad Burrell, Blaine Boyer and Kim Dudley. Also in attendance were Dorothy Boyer, Jeremy Cook, Cohne and Kinghorn and Clint Rogers, Carollo Engineers.

II. CONSENT AGENDA – Approval of Board Meeting Minutes for May 18, 2015

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

III. PUBLIC INPUT – There was no public input.

IV. SERVICE AWARD – Blaine Boyer 25 years

Mr. Wilking presented Mr. Boyer with his award for 25 years of service. He praised the dedication and quality of the employees and said that it makes the District what it is today. Mr. Wilking thanked Mr. Boyer for his service.

Mr. Robinson congratulated Mr. Boyer on his 25 years of service as well. He said that he has worked with Mr. Boyer the entire time and that he knows the system inside and out. Mr. Robinson told the Board that he is responsible for the Blue Stakes program and does a very good job. He told Mr. Boyer that he valued all of his hard work.

Mr. McPhie described Mr. Boyer as being very busy with doing manhole inspections for all of the road construction for Park City, Summit County and private contractors, on top of all the Blue Stakes. He said that he appreciates all he does for the District.

Congratulations to Mr. Boyer for his award for 25 years of service.

V. APPROVAL OF EXPENDITURES – Bills in the Amount of $1,343,244.22 Including Training Building Project Pay Request #13 for $109,392.32 – Mr. Boyle said Peck Ormsby Construction has submitted Pay Request #13 for $109,392.32 (115,149.81 less $5,757.49 retainage of 5%). Installed cabinetry, finished interior painting, installed natural gas meter and connections, finished site grading and paving, continued HVAC and electrical work.

The work is 91.97% complete. The time elapsed is 85.87%.

Mr. Pick made the motion to approve the Expenditures, Ms. Pack seconded and the motion carried with Mayor Thomas, Mr. Pick, Ms. Pack, Mr. Richer and Mr. Wilking voting in the affirmative.

VI. SUBDIVISION PROJECTS

A. Discovery Phase I – 30.67 Res
B. Discovery Phases II & III – 108 Res

Two Line Extension Agreements (LEAs) have been filed for the Discovery Project. The project has been divided into two LEAs in order to coincide with the anticipated construction phasing of the project. Phase I will consist of gravity main lines that will connect to the Summit Park Outfall line. Phases II & III will consist of gravity and low pressure main lines, which will also connect to the Summit Park Outfall line.

The Discovery project has had LEAs accepted by the Board in the past, but these expired last December. The developer is anticipating beginning construction in August of this year.

Staff recommends approval.

Ms. Pack made the motion to approve the Subdivision Projects, Mr. Richer seconded and the motion carried with Mayor Thomas, Mr. Pick, Ms. Pack, Mr. Richer and Mr. Wilking voting in the affirmative.

Estimated LEA REs Year to Date: # Above Splitter 0; # ECWRF 27.83; # SCWRF 0; Total 27.83
Proposed this Meeting: # Above Splitter 0; # ECWRF 138.67; # SCWRF 0; Total 138.67

VII. DISTRICT MANAGER

A. Discussion Items

1. Discussion on Safety Program – Transition – Mr. Luers announced that Mr. Actor is retiring and the Safety Program will be handed over to Mr. Burrell.

Mr. Actor said he was assigned to the Safety Program in 2001 thinking that it would be a piece of cake. He said the Safety Program was one of the biggest milestones for him and it has been a safety culture shift. We've always done the job with confidence and the job came first and we didn't assess the risks beforehand. In turning that around it has taken years. Mr. Actor told the Board that he thinks we are there but this is one of those goals that needs continuous improvement.

Mr. Actor declared that we are doing great and are staying on top of things. He said our insurance company loves us and they think we set the bar with our peer entities. We know we are not perfect and still need to continue working on the Safety Program. He said that Mr. Burrell will be taking over and will be taking it to the next level.

Mr. Burrell acknowledged what Mr. Actor said. He mentioned that he has been in the wastewater industry since 1999 and he is very impressed with the support of management when it comes to the Safety Program. Mr. Burrell said he is looking forward to working with IHI and continuing on what Mr. Actor has been doing.

Mr. Luers invited the Board to attend Mr. Actor's retirement party on Friday, June 26, 2015 @ 2pm-4pm here at the District office.

The Board thanked Mr. Actor for all his years of service and congratulated him on his upcoming retirement.

2. Impact of proposed changes to the new SCWRF Permit – Mr. Luers explained to the Board that each of our plants require a discharge permit issued by the State of Utah through the EPA. The permits are good for five years. The SCWRF permit expired four years ago due to changes from the EPA regarding the TMDL requirements. He said that we are working on the TMDL changes for the EPA and have been working on this process for a year and a half. Mr. Luers informed the Board that he would discuss this matter in detail at the Board Workshop on July 22, 2015.

B. Information Item
1. Financial Statement
2. Impact Fee Report

VIII. FUTURE AGENDA ITEMS

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

IV. ADJOURN

Mayor Thomas made the motion to adjourn at 5:29 p.m., Mr. Pick seconded and the motion carried with Mr. Richer, Mr. Pick, Ms. Pack, Mayor Thomas and Mr. Wiliking voting in the affirmative.

Jan Wilking, Chairman

Brian Passey, Finance Manager/Clerk