

Jordanelle Special Service District Board Meeting
Water Reclamation Facility, 5780 North Old Highway 40, Heber City, Utah
Thursday, September 03, 2015, 5:00 PM

PRESENT:	Greg McPhie	Board Member
	Kendall Crittenden	Board Member
	Mike Kohler	Board Chair
	Mike Petersen	Board Vice-chair
	Steve Farrell	Board Member
EXCUSED:	Danny Goode	Board Member
	Kipp Bangerter	Board Member
ALSO PRESENT:	Ron Phillips	General Manager
	Eliza McGaha	Treasurer
	Kierstan Smith	Financial Officer
	Theresa Baronek	District Clerk
	Shane Paddock	Water Treatment Supervisor
	Lee Kapaloski	General Counsel

AGENDA:

- Approval of minutes
- Warrant list approval
- General Manager's employment agreement
- Daly West update
- Review of updated impact fee schedule
- Approval of Water & Sewer Master Plan
- Review July financials
- Sale of truck bed
- Office consolidation
- General Manager's report
- Other business

EXECUTIVE SESSION:

- Litigation update/personnel as needed

Mike Kohler opened the meeting at 5:25 p.m.

Approval of minutes:

MOTION: A motion to approve the minutes of August 13, 2015 was made by Kendall Crittenden. The motion was seconded by Mike Petersen and carried with the following vote:

AYE: Greg McPhie
AYE: Kendall Crittenden
AYE: Mike Kohler
AYE: Mike Petersen
AYE: Steve Farrell

NAY: None

Warrant list approval:

MOTION: A motion to approve the warrants was made by Greg McPhie. The motion was seconded by Mike Petersen and carried with the following vote:

**AYE: Greg McPhie
AYE: Kendall Crittenden
AYE: Mike Kohler
AYE: Mike Petersen
AYE: Steve Farrell**

NAY: None

General Manager's employment agreement:

Lee Kapaloski said there needs to be a minor edit on section 12 of the employment agreement.

MOTION: A motion to authorize the Chair to sign the General Manager employment agreement as of 08/24/2015 was made by Steve Farrell. The motion was seconded by Greg McPhie and carried with the following vote:

**AYE: Greg McPhie
AYE: Kendall Crittenden
AYE: Mike Kohler
AYE: Mike Petersen
AYE: Steve Farrell**

NAY: None

Daly West update:

Ron Phillips gave an update on the Daly West repair project. Lee Kapaloski commented that we need to have a structural engineer evaluate the headworks to see if it can be salvaged or if it even makes sense to put it back up. The headworks needs to be removed from the ski run and onto JSSD property to await review by a structural engineer.

Review of updated impact fee schedule:

An email from Keith Larsen was sent to explain the changes to the impact fee schedule (see attachment).

Approval of Water & Sewer Master Plan:

MOTION: A motion to approve the Water & Sewer Master Plan as presented was made by Mike Petersen. The motion was seconded by Kendall Crittenden and carried with the following vote:

**AYE: Greg McPhie
AYE: Kendall Crittenden
AYE: Mike Kohler
AYE: Mike Petersen
AYE: Steve Farrell**

NAY: None

Review July financials:

Kierstan Smith presented a review of the July financials.

Sale of truck bed:

Ron Phillips explained that the district has some truck beds that are not in use that could be sold; there is a potential buyer for one of them.

Lee Kapaloski exited the meeting at 5:36 p.m.

Mr. Phillips continued to explain that the district can sell things for less than \$1,000 dollars without having to advertise. There is an offer of \$500 dollars for one of the truck beds.

MOTION: A motion to approve the sale of the truck bed for \$500 dollars was made by Kendall Crittenden. The motion was seconded by Greg McPhie and carried with the following vote:

AYE: Greg McPhie

AYE: Kendall Crittenden

AYE: Mike Kohler

AYE: Mike Petersen

AYE: Steve Farrell

NAY: None

Office consolidation:

Mr. Phillips gave an update on the office consolidation. We are working on an estimate of utilities in the Water Reclamation Facility if it was unoccupied. He is going to talk to the Zions Bank manager to see what they are going to do with the old Zions Bank building. The options are being explored at this point.

General Manager's report:

Mr. Phillips gave the manager's report. Crews have been replacing six sewer manholes in the district. Photos were displayed of the corrosion of the old manholes and the new manholes with polymer construction. For this project, we are exchanging work with a developer to use his track hoe that is larger than our backhoe, and in exchange we will replace a hydrant for the developer.

The Victory Ranch Acquisitions lawsuit has been dismissed.

A pump in the mine has gone out and will be replaced.

Mike Kozakowski, seated among the public, stated his appreciation of the letter that was sent out in the billing explaining the rate increase. Mr. Kosakowski also stated that the Fire District said they can restart the community fire council and he asked the district to join that group because JSSD is crucial to them being safe from fires. He said he would be in contact regarding this issue.

Mr. Philips said we are looking into establishing development review costs. We would have to hire an engineer to do development reviews in-house. There used to be a county fund to cover costs for development reviews and it was suggested to possibly use that model for JSSD.

It was asked if we had a contract with Darrel Scow to be a water consultant. Mr. Phillips said Mr. Scow will send a draft letter of engagement and he will be paid as a consultant at an hourly rate.

Mr. Phillips stated that Doug Scow, a JSSD employee, has the water rights issues well at hand and he does the reporting and reapplications. Doug has been asked to write a job description of what he does. Mr. Phillips said he is impressed.

Mike Kohler said he would like to get the water right applications and quantities online. Steve Farrell replied that water rights are confidential and putting them online could be opening the issue for litigation. It was decided that water rights and water reservation agreements are different and we could put the water reservation agreements online without identifying the requesters and without certain sensitive information. Mr. Phillips said Doug Scow has a spreadsheet based on word-of-mouth and not based on documentation; however, we are working on verifying the information in that spreadsheet with documentation.

Other business:

There was no other business discussed.

EXECUTIVE SESSION:

- Litigation update/personnel as needed

There was no executive session held.

MOTION: A motion to adjourn was made by Greg McPhie. The motion was seconded by Kendall Crittenden and carried with the following vote:

AYE: Greg McPhie

AYE: Kendall Crittenden

AYE: Mike Kohler

AYE: Mike Petersen

AYE: Steve Farrell

NAY: None

The meeting adjourned at 6:11 p.m.