



G R E A T E R S A L T L A K E
**Municipal Services
District**

**MEETING MINUTES
BOARD OF TRUSTEES MEETING
GREATER SALT LAKE MUNICIPAL SERVICES DISTRICT
Wednesday, June 24, 2020, 6:00 p.m.**

Due to the COVID-19 pandemic, this meeting will be held electronically. To watch or listen, please see the information at the end of this agenda.*

Members of the Board of Trustees may participate electronically. Portions of meetings may be closed for reasons allowed by statute. Motions relating to any of the items listed below, including final action, may be taken.

Trustees Present:

Joe Smolka, Chair ¹
Paulina Flint, Vice-Chair
Max Burdick
Kelly Bush
Sean Clayton
Dan Peay
Keith Zuspan

Trustees Excused:

Staff Present:

Bart Barker, MSD General Manager
Brian Hartsell, MSD Associate General Manager
Marla Howard, MSD Chief Financial Officer
Izabela Miller, MSD Operations Officer
Ina Oviatt, MSD Records Officer
Mark Anderson, MSD Legal Counsel
Crystal Hulbert, Salt Lake County Public Works Engineering
Madeline Francisco-Galang, Salt Lake County Public Works Engineering
Joselyn Romero, Salt Lake County Community Outreach Specialist
Amy McCormick, Salt Lake County Fiscal Manager

Others Present:

Paul Ashton, Magna Metro and White City Legal Counsel
Greg Schultz, Magna Metro Administrator

1. Call to Order - Joe Smolka, Chair

¹ All participants listed above joined the meeting electronically. Other individuals may have been present or via Zoom, who were not specifically recognized by the Chair.

Trustees

Joe Smolka **Paulina Flint** **Max Burdick** **Kelly Bush** **Sean Clayton** **Dan Peay** **Keith Zuspan**
Chair **Vice Chair**

Called the meeting to order at 6:03 pm

2. Pledge of Allegiance

The Pledge of Allegiance was not recited.

3. Public Comments (up to 3 minutes each)

There were questions about CARES Act from Paul Ashton that were addressed before the meeting by Brian Hartsell. No other questions or comments to be read into the meeting minutes.

4. Update on 2020 capital projects:

Bart requested that Crystal and Madeline review the current capital projects. They complimented their staff for their hard work on a variety of projects. They have been busy putting out projects to bid.

Crystal had two projects that were completed earlier this year and a potential of eight that will begin construction this summer. A schedule of all the projects was presented. She covered the total cost and the potential grant funds that will reduce the MSD's outlay. She explained the budget process for the projects. The project total is about \$41 million with about \$32 million in grant funds. The total outlay that MSD could pay would be about \$9 million.

They provided power point presentations of some of the projects that have been completed, those in progress and those being held up for rights of way.

Chairman Smolka asked about the Gritmill project. Madeline shared that it will be starting the end of July. Bart summarized the purpose of the presentation was for the trustees understanding of the projects being funded by the metro townships.

He praised the work done by the engineering group.

5. Consideration of UDOT Agreement and Budget Adjustment for Northwest Avenue Sidewalk, 5418 South to 5570 South

Madeline the purpose of the additionally requested funds. Mark looked at the Kimley Horn agreement and stated that he had no questions or concerns.

Trustee Flint moved that the agreement and budget adjustment and seconded by Trustee Clayton as follows:

That the agreement to the UDOT Agreement and the budget adjustment for Northwest Avenue Sidewalk, 5418 South to 5570 South, be adopted as presented.

The motion carried with Trustees Smolka, Flint, Clayton, Burdick, Bush, Peay, and Zuspan each voting "aye".

6. Consideration of contracts with Van Drimmelen & Associates, Inc., and Horrocks Engineers right of way services for the project on 4700 South from 4015 West to 5600

Madeline reviewed the contracts and the steps taken by UDOT on this project. There were some smaller items that needed addressing in addition to a couple of larger items. Chairman Smolka asked the about the funding source. Madeline responded that the funding by the MSD was minor due to the other funding sources.

Trustee Clayton moved that the contract be approved as presented. Motion seconded by Trustee Zuspan as follows:

That the contract with Van Drimmelen & Associates, Inc., and the two contracts with Horrocks Engineers for right of way services for the project on 4700 South from 4015 West to 5600 be adopted as presented.

The motion carried with Trustees Smolka, Flint, Clayton, Burdick, Bush, Peay, and Zuspan each voting "aye".

7. Consideration for Budget Adjustment for RRFB flashers at crosswalks on SR-48 in Copperton

Crystal spoke about the residents' concern about safety at this area. The cost would be about \$11,000 for a study to get the approval from UDOT and the procurement of the signs.

Trustee Flint moved that the budget adjustment be approved as presented. Motion seconded by Trustee Clayton as follows:

To approve the Budget Adjustment for \$11,000 for a study and RRFB flashers at crosswalks on SR-48 in Copperton, as presented.

The motion carried with Trustees Smolka, Flint, Clayton, Burdick, Bush, Peay, and Zuspan each voting "aye".

8. Consideration of a budget adjustment for a CDBG grant for the installation of a sidewalk on 8950 West in Magna

Crystal spoke about the grant restrictions and the need to get a budget adjustment for a grant of \$300,000 for this work.

Trustee Flint moved that the budget adjustment be approved as presented. Motion seconded by Trustee Peay as follows:

To approve the budget adjustment for a CDBG grant for the installation of a sidewalk on 8950 West in Magna, as presented.

The motion carried with Trustees Smolka, Flint, Clayton, Burdick, Bush, Peay, and Zuspan each voting "aye".

9. Consideration of the assignment of a Salt Lake County agreement with Simon Associates to the MSD

Mark spoke about the five contracts between the Salt Lake County and various contractors. This is one agreement that Lupita has identified that needs to be assumed. Mark pointed out that the effective date in the first paragraph needs to be completed. With that change he recommended that the board approved the assignment.

Izabela discussed the purpose of the contract which is pertaining to geotechnical reports.

Trustee Peay moved that the assignment of the contract with Simon and Associates be approved, it was seconded by Trustee Burdick as follows:

To approve assignment of a Salt Lake County agreement with Simon Associates to the MSD, as presented.

The motion carried with Trustees Smolka, Flint, Clayton, Burdick, Bush, Peay, and Zuspan each voting "aye".

10. Consideration of annual Board Open Meetings training

Marla provided the requirement for the Board Open Meetings training and the ways that the training can be obtained. The Board discussed the benefits of doing the online training offered by the State Auditor's office. The Board committed to completing the training as required by the State Auditor's office.

11. Consideration of Resolution designating a MSD Procurement Official

Bart provided the importance of designating the procurement officer by the Board of Trustees through a resolution. Trustee Flint commented that she appreciated having this action done through a resolution. Bart shared that he would be designating that to the Chief Financial Officer. He stated that he would like to leave the wording as it is so he can designate the Procurement Officer and make changes if needed.

Trustee Flint moved that the resolution that the general manager or his designee be appointed as the Procurement Manager, and was seconded by Trustee Peay as follows:

To approve the resolution designating a MSD Procurement Official, as presented.

The motion carried with Trustees Smolka, Flint, Clayton, Burdick, Bush, Peay, and Zuspan each voting "aye".

12. General Manager report

Bart reviewed the announcement made by Governor Herbert that he will be signing an executive order requiring masks in state buildings beginning Monday, June 30, and may approve Salt Lake County's request to make masks mandatory.

He discussed Olympia Hills and a potential funding mechanism available. It will take considerable time for the County and the MSD's legal counsel to review. He is proposing that we require the developer cover the cost of the legal review. Trustee Flint asked if it was stipulated in the agreement. Bart indicated that this was not covered in the agreement and will require an amendment to the current agreement. Trustee Smolka asked if Mark or Nathan would be taking the lead. Bart explained how the work would be split by the two firms.

Brian spoke about COVID and that the office staffing remains at 25%. He stated that the original reopening plan included incremental office staffing increases from 25%, to 50%, to 75% and then to 100%. These thresholds were removed as part of the county reopening plan because of the increase in COVID cases and onsite staffing levels were left to management. The decision was made for the MSD offices to stay at 25% with rotating staffing.

At the June 10 meeting he spoke about the economic relief grant. He gave an update on the groundwork and process going forward. Today, Bart, Kate, Brian, Mayor Bush, Nathan and Dina Blais met to discuss the best way to utilize CARES funds for a grant program that could benefit small businesses impacted by COVID. A recommendation was made that the county disburse the grant funds to avoid duplication that would result if the MSD also administered a grant program. SL County has vetted the SBIG (Small Business Impact Grant) Program against the federal requirements. The MSD can and will do targeted marketing within the various jurisdictions if requested by the member entities. There is a technical assistant team at the county who can help with the process. The SBIG approach is the most efficient and less risky because of the work done by the county. Bart indicated that this is an option for any jurisdiction but not required. He explained the nature of covered expenditures. He also explained that the SBIG would be funded by CARES Act funds set aside by the County, not from the disbursed funds to the Town/Metro Township's. Mayor Flint asked for a clarification on the funding amount, which was clarified by Bart and Brian.

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

No additional business was presented.

14. Discussion of future agenda items (5 minutes)

No future items were presented.

15. Adjourn Trustee Flint moved to adjourn.

Meeting adjourned at 7:28 pm

Signatures on following page

APPROVED:

DocuSigned by:

Joe Smolka

02E86FD021A745A...

Joe Smolka, Chair

ATTEST:

DocuSigned by:

Marla Howard

869F44776C12464...

Marla Howard, Clerk