



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, April 14, 2021, 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 <sup>1</sup>  
Paulina Flint, Vice-Chair  
Sean Clayton  
Dan Peay  
Laurie Stringham  
Keith Zuspan

**Trustees Excused:**

Kelly Bush

**Staff Present:**

Bart Barker, MSD General Manager (GM)  
Brian Hartsell, MSD Associate General Manager (AGM)  
Marla Howard, MSD Chief Financial Officer (CFO)  
Lupita McClenning, MSD Director of Planning and Development Services  
Izabela Miller, MSD Operations Officer  
Ina Oviatt, MSD Records Officer  
Kate Davies, MSD Senior Long-Range Planner  
Mark Anderson, MSD Legal Counsel  
Crystal Hulbert, Salt Lake County Public Works Engineering  
Madeline Francisco-Galang, Salt Lake County Public Works Engineering  
Kevyn Smeltzer, Salt Lake County Director of Public Works  
James Woodward, Salt Lake County Unified Fire  
Todd Anderson, Salt Lake County Economic Development  
Scott Baird, Salt Lake County Public Works Director  
Lisa Hartman, Salt Lake County Associate Deputy Mayor  
Abby Evans, Salt Lake County Senior Policy Advisor  
Corey Bullock, Salt Lake County Parks Maintenance Facility Manager  
James McNulty, MSD Planning Manager

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<sup>1</sup> 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.

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**Trustees**

**Joe Smolka   Paulina Flint   Kelly Bush   Sean Clayton   Dan Peay   Laurie Stringham   Keith Zuspan**  
**Chair   Vice Chair**

Greg Baptist, MSD Stormwater Inspection Supervisor  
Joselyn Romero, Salt Lake County Economic Development

**Others Present:**

Paul Ashton, Magna Metro and White City Legal Counsel  
Rori Andreason, White City Metro Township Administrator  
Gary Bowen  
Brian Richards

1. **Call to Order** - Joe Smolka, Chair at 6:00 pm
2. **Statement of Board Chair concerning the temporary conduct of electronic meeting of the board consistent with the Utah Open and Public Meetings Act**

The statement regarding the temporary conduct of electronic meetings of the board consistent with the Utah Open and Public Meetings Act was read by Chair Smolka.

3. **Pledge of Allegiance**

The Pledge of Allegiance was not recited.

4. **Public Comments** (up to 3 minutes each)

There were no public comments to be read into the minutes.

5. **Approval of Meeting Minutes for March 24, 2021**

Three minor grammatical corrections were read and accepted as changes to the minutes presented.

**Trustee Clayton moved to approve the minutes and Trustee Flint seconded the motion. Chair Smolka and Trustees Clayton, Flint, Peay, Stringham and Zuspan voted “aye” to approve.**

6. **Update on Community Wildfire Protection Plan (CWPP) Process**

James Woodward from United Fire spoke about the purpose of the CWPP and the benefits of having a copy filed with the State of Utah. Having a CWPP provides for funding opportunities. All the Members need to have a CWPP even though they may have no wildland interface.

7. **Update on EDA Cares Act Grant awarded to the MSD for digital infrastructure study**

Brian Hartsell informed the Board that the MSD received notification that three CARES disbursements were coming from Salt Lake County to three of the metro townships and that the use of the funds are to be used under the direction of the respective mayors and councils. He indicated that the disbursements for the other two metro townships should be coming shortly. Lisa Hartman commented that the funds were general funds and not restricted.

Todd Anderson gave an update on the EDA CARES Act Recovery Assistance Grant to help communities get technical assistance. He indicated that the funds can be used to improve digital infrastructure for residents. Since the grant award is \$50,000, there is no need for an RFP. A list of approved consultants has been provided. This will be helpful to identify the gaps in service to residents and how to overcome issues.

Bart Barker recognized that Kate Davies was in attendance. He referred to some Metros that have potential gaps in broadband services. He referred to the American Act??? Disbursement schedule. The Metros have until the end of 2024 to spend the money which may be used in digital infrastructure. Todd Anderson was asked to do some research regarding potential State work in this area.

Brian Hartsell stated that he was seeking clarification if the funds could be used for stormwater infrastructure projects.

Trustee Zuspan stated that there was fiber over copper that was pulled into Brighton Town. He asked if any the funds could be used to upgrade Century Link lines or help the residents in upgrading the wiring in their own homes.

Trustee Flint mentioned that by broadening the use of the funds to remember that we can't fund infrastructure outside of the District, we can only use it within our District, not in another District such as water or sewer.

## **8. Consideration of a letter to the Board of Trustees regarding Engineering**

Chair Smolka referred to a letter he wrote regarding the transfer of Salt Lake County Engineering department to under the MSD. Trustee Flint indicated that there needs to be a letter of intent to move the department before the study. Bart Barker indicated that we may do a study first before we send a letter of intent to move the department. Chair Smolka clarified that he wants more information to support a move, if it is feasible. Trustee Clayton voiced his support for doing a study first before we consider issuing a letter of intent. Trustee Stringham asked the GM how much information that he has. The GM indicated he has a fair amount but felt there needed to be more research done before the Board makes a final decision regarding the matter. He indicated that Scott Baird and Kade Moncur have begun their own study. Scott Baird mentioned that there are some intricacies with shared responsibilities with storm water and specific permits that need maintenance. He supported creating a list of pros and cons and preparing a cost estimate of making the transition.

The GM indicted that there will be additional staff members that will be pulled into the process to ensure that a thorough job is done in the evaluation. He feels that the transition would be quicker because MSD systems are already in place.

**Trustee Flint moved to authorize the GM to engage in a study about the transfer of Salt Lake County's Engineering to the MSD. Trustee Stringham seconded the motion. Chair Smolka and Trustees Clayton, Flint, Peay, Stringham and Zuspan voted "aye".**

## **9. Consideration of Resolution 2021-01-01 for the reimbursement of certain capital expenditures from the District's bonds**

Marla Howard reviewed the purpose of the resolution which is to enable the MSD to get reimbursed for qualifying expenses from bond proceeds and indicated that the amount of \$16,000,000 in the resolution presented was a prior estimate. She suggested increasing the amount to \$17,000,000. Mark Anderson confirmed the purpose of the resolution and stated that without the resolution, expenditures before the bond would have to be expensed under the existing budget. He also indicated that the bond amount in the resolution wasn't a firm commitment, but that amount would be determined at a later time.

Trustee Flint stated that she would like the amount in the resolution to be \$20,000,000.

**Trustee Flint moved to increase the bond amount stated in resolution 2021-01-01 for the reimbursement of certain capital expenditures from the District's bonds to \$20,000,000 and to approve the resolution. Trustee Clayton seconded the motion. Chair Smolka and Trustees Clayton, Flint, Peay, Stringham and Zuspan voted "aye".**

## **10. Update on MSD fees**

Marla Howard presented an update on fees collected under the convenience fee that was approved by the Board.

## **11. General Manager report**

There has been a request to begin in person meetings for Planning and Development staff to attend community meetings in person to facilitate the planning process. There are employees and others that have family members and are immune compromised and the GM has asked the employees to attend these meeting remotely, for now. The Board voiced the support of this direction. Trustee Stringham indicated that the Salt Lake County Council is now holding in person council meetings.

The GM congratulated Clint Mecham for receiving the 2021 Utah Emergency Management Association Member of the Year award for his oversight of the Magna earthquake and subsequent windstorm all during COVID.

The GM gave an update on the Strategic Planning process. The consultants have asked that Trustees or other key individuals create a short video regarding the purpose of the strategic planning process to provide a persona endorsement of the process to the citizens. The video would be created by Maridene Anderson. He also stated that he will be sending out an invitation to elected council members and mayors for a focus group participation to assist in the process. The idea was to tack the meeting onto an existing meeting. Each entity will have their own meeting. Trustee Flint expressed the desire to have her meeting separate from her White City meeting.

The GM informed the Board that we were notified that the MSD was notified of MS4 water quality permit audit by the State. Salt Lake County manages the stormwater permit on behalf of MSD. He reviewed some history of a past violation. The existing permit under Salt Lake County has expired and the MSD has their own permit. However, the MSD's permit may be audited for compliance. Trustee Flint mentioned that there were two violations for not testing. Scott Baird clarified the various permits required and that the MSD is a co-

permittee and that the audit would go to the administrator of the respective permits. A reply has been sent to the State.

Trustee Flint asked if we needed to have agreements with the other entities covered under the permit. Scott Baird stated that we manage our own areas under our control. He said that he will look into any agreement. He is confident that we are in compliance. The GM said that in 2017 the MSD had to sign the permit under the guidance of Mark Anderson. He has completed annual reports regarding the sub-permit. Scott Baird stated that we have to remain in compliance with all aspects of the permit.

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

No other business was brought up.

**13. Discussion of future agenda items** (5 minutes)

There were no future agenda items discussed.

**14. Adjourn** Trustee Flint moved to adjourned, Trustee Stringham seconded the motion.

Meeting adjourned at 7:08 pm

**APPROVED:**

Joe Smolka  
Joe Smolka, Chair

**ATTEST:**

Marla Howard  
Marla Howard, Clerk