



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, **January 13, 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 ¹
Paulina Flint, Vice-Chair
Kelly Bush
Sean Clayton
Dan Peay
Laurie Stringham
Keith Zuspan

Trustees Excused:

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
Maridene Alexander, Communications Manager
Mark Anderson, MSD Legal Counsel
Madeline Francisco-Galang, Salt Lake County Public Works Engineering
Sherrie Swensen, Salt Lake County Clerk
Julie Harvey, MSD Emergency Manager
Joselyn Romero, Salt Lake County Community Outreach Specialist
Leon Berrett, Salt Lake County Associate Director of Public Works Operations
Corey Bullock, Salt Lake County Parks and Recreation
Scott Baird, Salt Lake County Director of Public Works and
Alex Rudowski, MSD Senior GIS Analyst/Planner
Kara Trevino, Salt Lake County Legislative Director

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

Lisa Hartman, Salt Lake County Associate Deputy Mayor of Regional Operations

Others Present:

Paul Ashton, Magna Metro and White City Legal Counsel
Gary Bowen, Emigration Metro Township Council
Rori Andreason, White City Metro Township administrator
Greg Schulz, Magna Metro Township Administrator

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

3. **Pledge of Allegiance**

The Pledge of Allegiance was not recited.

4. **Swearing in of Laurie Stringham to the MSD Board of Trustees**

Laurie Stringham was sworn in as a member of the MSD Board of Trustees by Sherrie Swensen, Salt Lake County Clerk.

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

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

6. **Legislative Update**

Mark Anderson spoke about the new legislative session and the restrictions due to COVID-19. He discussed the number of bills that need to be reviewed. He reviewed several key bills of interest to the MSD and the process to approve or defeat a bill.

7. **Consideration of a budget adjustment to recognize revenue from the Corridor Preservation Fund for 12600 South at 7200 West**

Madeline Francisco-Galang described the project and the adjustment from the Salt Lake County Corridor Preservation Fund of \$2.2 million. The MSD will be reimbursed for funds disbursed for the land acquired. The other parts of the property will be donated by the developer. It is connected to the north south connection to Bacchus Highway. This will be owned by Salt Lake County/unincorporated area.

Trustee Bush moved to approve the budget adjustment to recognize revenue from the Corridor Preservation Fund for 12600 South at 7200 West. Trustee Flint seconded the motion and Chair Smolka, Trustees Bush, Clayton, Flint, Peay, Stringham and Zuspan voted “aye” and the motion passed unanimously.

8. **Consideration of a resolution 2021-01-01 authorizing the General Manager to sign a Utah Public Works Emergency Management mutual aid interlocal agreement**

AGM spoke about the resolution and its purpose to formalize the process to request or provide Public Works emergency management assistance in the event of a disaster. This assistance could be in the form of personnel, equipment or other related public works assistance. It outlines the procedures to obtain reimbursement. He is proposing that the MSD is authorized to sign since the public works contract with Salt Lake County Public Works is with the MSD and not the member entities and to ensure coordination in the event MSD member entities want to request and provide mutual aid assistance simultaneously. It was noted that Leon Berrett is in attendance to answer any questions.

Trustee Clayton moved to approve resolution 2021-01-01 authorizing the General Manager to sign a Utah Public Works emergency Management mutual aid interlocal agreement. Trustee Bush seconded the motion and Chair Smolka, Trustees Bush, Clayton, Flint, Peay, Stringham and Zuspan voted “aye” and the motion passed unanimously.

9. Consideration of a resolution 2021-01-02 approving the Continuity of Operations Plan (COOP)

AGM recognized Julie Harvey and Jim Woodward who worked on the plan. The Board approved the EOP in May and COOP, if adopted will be an extension of the EOP. Each MSD member's councils will then adopt their own COOP. It outlines continuity plans in case of emergency, delegation of authority and the lines of succession. It also discusses alternate work locations and the ability of the GM or designee to make decisions during emergencies. Julie made a short presentation of the critical components of the COOP and addressed questions. The AGM also pointed out that there are circumstances where the unincorporated county will work under Salt Lake County's emergency plans and may therefore not have their own unincorporated plans.

Trustee Bush moved to approve resolution 2021-01-02 adopting the Continuity Operations Plan. Trustee Flint seconded the motion and Chair Smolka, Trustees Bush, Clayton, Flint, Peay, Stringham and Zuspan voted “aye” and the motion passed unanimously.

10. Presentation of Planning and Development Services GIS roadmap for 2020-21

Izabela Miller share a copy of the roadmap and spoke about the development of the roadmap to enhance and strengthen the GIS within the MSD. They used SlimJim's 51 questions to guide the development of the roadmap of where they are and where they want to be. She spoke about the key objectives of the team and the five initiatives for 2021. Lupita McClenning informed the Board that they could get more details if wished.

11. Consideration of proposal to authorize the General Manager to engage a lobbyist for SB 58 Metro Township Amendments

The GM stated that they had to go through the procurement process and needs to be done quickly as we need someone on board since the legislative session by Tuesday. The cost should be just a few thousand dollars. Some of the current key lobbyists for the MSD are through the UASD, but we need someone to specifically address SB 58.

Trustee Flint moved to authorize the General Manager to engage a lobbyist for SB 58 Metro Township Amendments or any other items within the small

purchasing limits. Trustee Peay seconded the motion and Chair Smolka, Trustees Bush, Clayton, Flint, Peay, Stringham and Zuspan voted “aye” and the motion passed unanimously.

12. Update on the capital improvements bond

The GM gave an update about the relationship with Stifel and John Crandall. They will offer services for no cost. We have not yet pulled the trigger since we are limited on the number of days under the no cost agreement. We will be having a meeting with Mr. Crandall to layout the timeline. We will begin, most likely, before the next board meeting. No action by the Board right now. He briefly shared the reasoning behind the bond.

13. General Manager report

The GM talked about the Millcreek Canyon Road and our responsibility for maintenance. The MSD, Salt Lake County and the US Forest Service and working to get a large grant of about \$10 million (FLAP) to fund the rebuilding of the road above the snow gate, campgrounds and other facilities. Core samples will be taken and if improvement of the lower portion of the road needs more substantial work, then we will recommend adding the cost of the work, which will be a capital project, to the amount of the bond. Trustee Flint asked about the FLAP grant’s timeline for spending and the other items for funding. Can it be executed as required for the bond spenddown? The GM shared about the process and the committee that will be managing the project. The whole road is County road but through an easement with the Forest Service.

He provided an update on the MSD administrative suite. It was postponed due to the building permit required. It was issued a few weeks ago and the cubicles and furniture has been removed. A construction pre-meeting was held last week. The actual construction will begin quickly and will last for a few months. The administrative team is using a conference room as a temporary office. Ina is working in a space with the Planning department. We will be using the older/existing desks in the reconstructed offices to save money for other enhancements in the Planning and Development area.

He shared that Darin Casper has informed us that CARES money turned back to the County has now been released to the County’s general fund. The County will return some of the funds to the MSD to be used for non-COVID expenses. More details will be forthcoming. They recognized Lisa Hartman and her role with the Salt Lake County.

The GM shared a map of the southwest county from 1948.

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

Mayor Bush mentioned that she got a bill that they received for code enforcement activities. She discussed the process that generated the bill and that they are now getting the bill for 2020 in January of 2021. Kearns will have to use money (\$9,000) from the fund balance to pay this bill. This process is unacceptable. It was MSD code enforcement officers were the ones that issued the notices. Training for the officers was discussed and there will be training on Friday with Nathan Bracken. Scott Baird asked for clarification about the delay in invoicing from his department and about the process. Trustee Flint asked if there was a

procedure in place to address these issues? Scott Baird will set up a meeting to discuss the processes in place and identify weaknesses in the process.

Trustee Peay wanted to point out that Greg Schulz had some statements about the “compactness of process” and the concern that the process takes too long and will create a challenge.

15. Discussion of future agenda items (5 minutes)

No future agenda items were discussed.

16. Adjourn Trustee Peay moved and Trustee Flinted seconded.

Meeting adjourned at 7:55 pm

APPROVED:

Joe Smolka

Joe Smolka, Chair

ATTEST:

Marla Howard

Marla Howard, Clerk