

# BOARD OF TRUSTEES MEETING MINUTES

November 18, 2013  
\*\* District Office\*\*  
5:00 p.m.

## I. CALL TO ORDER

The November 18, 2013, Board of Trustees meeting was called to order by Vice Chair Mary Ann Pack. Other Board members in attendance were Richard Pick and Robert Richer. Jan Wilking and Mayor Williams were excused. SBWRD staff in attendance were Mike Luers, Roger Robinson, Michael Boyle, Bryan Atwood, Dave Actor, Brian Passey, Kevin Berkley and Kim Dudley. Also in attendance were Craig Ashcroft, Carollo Engineers and Jeremy Cook, Parsons, Kinghorn and Harris.

## II. CONSENT AGENDA

- A. Approval of Board Meeting Minutes for October 21, 2013
- B. Escrow Fund Reduction Approval  
Weilenmann School of Discovery – Retain 0 percent

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

## III. PUBLIC INPUT – There was no public input.

## IV. APPROVAL OF EXPENDITURES – Bills in the Amount of \$747,237.33

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

## V. SUBDIVISION PROJECTS

Discovery Phase 2 – 96.8 REs  
Estimated LEA REs Year to Date: # Above Splitter 77; # ECWRF 72.04; # SCWRF 0; Total 149.04  
Proposed this Meeting: # Above Splitter 0; # ECWRF 96.8; # SCWRF 0; Total 96.8

A Line Extension Agreement (LEA) has been filed for the Discovery Phase 2 project. The project is located west of the Gorgoza Park and south of the Weilenmann School of Discovery. Due to the topography of the site, a majority of the development will need to be served with a Low Pressure Sewer System. However, several hundred feet of gravity lines will be required to connect the proposed wastewater system to the Summit Park outfall line.

Staff recommends approval.

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

## VI. DISTRICT MANAGER

### A. Discussion Items:

1. Discuss Board Meeting Schedule for 2014 – Mr. Luers reviewed the Board Meeting Schedule for 2014 with the Board. The Board reviewed the dates and said they looked good. The Board Meeting Schedule will be approved at the next Board meeting.
2. Summit County Water Quality Advisory Group (SCWQAG) – Mr. Luers addressed the Board and stated they needed to be aware of this item and it has been added to the Discussion Items. He said Summit County has updated their mission statement in Strategic Items. One of their strategic items is Environmental Stewardship which includes water quality and protecting water resources. As a result, they formed the Summit County Water Quality Advisory Group. Mr. Luers stated they would like to form a partnership with us and have him on the SCWQAG. He said that we would be working towards sewer hookup for sensitive areas currently on septic in Western Summit County.

Mr. Luers told the Board that the Summit County Health Department adopted a policy requiring homeowners with a septic tank to be up to code. As a result, we will be working with the SCWQAG in helping homeowners with a failing septic tank hook up to our sewer lines. This would require us to update our master plan for these areas to get sewer.

Mr. Luers said that Mr. Jasper, Summit County Manager indicated that he would like to hold a joint meeting with the Summit County Council, Health Department Board and our Board to make sure we were all updated on these issues.

Mr. Luers said that we will be working on updating our master plan to assist these special assessment areas.

Mr. Luers said he will keep the Board updated as more information becomes available.

B. Action Items – Consider Adopting the 2014 Tentative Budget and set the Public Hearing Date for December 16, 2013 – Mr. Luers discussed the 2014 Tentative Budget with the Board. He said that there were just a few changes. Mr. Luers stated there were no changes in Revenue. He reviewed the changes in Expenditures as follows: Health Benefits (\$9,184) and Wage & Benefit Corrections \$87,590 with a Subtotal of \$78,406. He stated that the Annual System Renewal Fund decreased by (\$100,000) as well as the 2014 Improvements Projects decreasing by (\$257,000). Mr. Luers told the Board that there was an increase in the Fleet & Training Building plus seismic: User Fee of \$202,982 and the Fleet and Training Building plus seismic: Impact Fee of \$154,378 with a Subtotal of \$360. He said that the Total Changes amounted to \$78,766.

Mr. Luers asked the Board to Consider Adopting the 2014 Tentative Budget and set the Public Hearing Date for December 16, 2013.

Mr. Richer made the motion to adopt the 2014 Tentative Budget and set the Public Hearing Date for December 16, 2013, Mr. Pick seconded and the motion carried with Mr. Pick, Mr. Richer and Ms. Pack voting in the affirmative.

- C. Information Item
1. Financial Statement
  2. Impact Fee Report

## VII. FUTURE AGENDA ITEMS

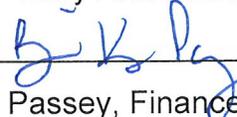
- A. Projects
- B. Operations
- C. Finance
- D. Governmental Matters – Mr. Cook presented the required Board Training to the Board of Trustee's members present for this meeting. He stated the training is required for each Board member every year and can also be taken on-line. (Attached is a copy of the training material).

## VIII. ADJOURN

Mr. Pick made the motion to Adjourn, Mr. Richer seconded and the motion carried with Mr. Pick, Mr. Richer and Ms. Pack voting in the affirmative.



Mary Ann Pack, Vice Chairman



Brian Passey, Finance Manager/Clerk