



G R E A T E R S A L T L A K E

Municipal Services District

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES GREATER SALT LAKE MUNICIPAL SERVICES DISTRICT

Held Wednesday, November 9, 2022, at 6:00 p.m.

At 2001 South State Street

Room N2-800

Salt Lake City, UT 84190

Trustees Present:

Joe Smolka, Chair

Keith Zuspan, Vice-Chair

Kelly Bush (via Webex)

Sean Clayton (via Webex)

Paulina Flint (via Webex)

Dan Peay

Laurie Stringham

Staff Present:

Brian Hartsell, Associate General Manager

Stewart Okobia, Director of Finance

Trent Sorensen, Director of Planning and Development Services (via Webex)

Mark Anderson, Legal Counsel

Tabitha Mecham, Administrative Coordinator

Others Present:

Steve Kuhlmeier, Salt Lake County Public Works Engineering (via Webex)

Shane Ellis, Salt Lake County Public Works Engineering (via Webex)

Lisa Hartman, Salt Lake County Associate Deputy Mayor (via Webex)

Paul Ashton, Magna and White City Metro Townships Legal Counsel (via Webex)

Al Peterson, Kearns Metro Township Council

Hannah Gorski, Communications & Administrative Coordinator for the Salt Lake County Council

1. Call to Order

Chair Smolka called the meeting to order at 6:00 pm.

2. Pledge of Allegiance

The Pledge of Allegiance was recited.

Trustees

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

3. Public Comments

There were no public comments.

4. Report from the Audit Committee Meeting on October 26, 2022

Trustee Clayton reported that the Audit Committee conducted an extensive review of the District's Financial Reports for the period ending on September 30, 2022.

5. Approve the disbursements for the third quarter of 2022 and approve the financial statements for the period ending September 30, 2022

Trustee Clayton stated that he and Trustee Bush, acting as the Audit Committee, recommended approval of the 2022 third quarter disbursements.

Trustee Flint moved to approve the third quarter of 2022 disbursements as presented and to approve the Financial Statements for the period ending September 30, 2022. Trustee Bush seconded the motion. The motion carried with Trustees Smolka, Bush, Clayton, Flint, Peay, Stringham and Zuspan each voting "aye".

6. Approve contract modifications for the Vics Road sidewalk project

Shane Ellis stated that, because the Utah Department of Transportation ("UDOT") did not immediately accept the signed contracts with the MSD, acting on behalf of the member municipalities and Salt Lake County (for unincorporated areas), the 2022 construction window for on the Vics Road Sidewalk Project had been missed. Consequently, Mr. Ellis requested that the contract be extended to the end of 2023. In addition, a few minor non-substantive adjustments to the wording of the contract were recommended.

Trustee Flint moved to approve the contract modifications for the Vics Road Sidewalk Project, with all necessary adjustments. Trustee Bush seconded the motion. The motion carried with Trustees Smolka, Bush, Clayton, Flint, Peay, Stringham and Zuspan each voting "aye".

7. Approve a CDBG grant agreement between the MSD and SLCo for the 9130 W sidewalk project in Magna Metro Township in the amount of \$296,238

Steve Kuhlmeier recommended approval of a CDBG Grant Agreement between the MSD and Salt Lake County. A grant match from the MSD of \$32,915 will create total contract amount of \$329,153. This Project is included in the MSD's 2023 Budget. A few minor non-substantive adjustments to the Grant Agreement were identified by Mark Anderson.

Trustee Bush moved to approve, with minor corrections, the CDBG Grant Agreement between the MSD and Salt Lake County for the 9130 West Sidewalk Project in the Magna Metro Township. Trustee Flint seconded the motion. The motion carried with Trustees Smolka, Bush, Clayton, Flint, Peay, Stringham and Zuspan each voting "aye".

8. Approve a Cooperative Agreement between the MSD and UDOT for the SR48 and SR209 sidewalk project in Copperton Metro Township in the amount of \$284,285.70

Steve Kuhlmeier reviewed a Cooperative Agreement between the MSD and UDOT for the SR 209 Sidewalk Project in Copperton. He explained that the proper designation for the State Road in Copperton is SR 209. There is a local agency match of \$140,392.30. A few minor non-substantive modifications to the Agreement were identified by Mark Anderson. This Project is included in the 2023 MSD Budget.

Trustee Bush moved to approve a Cooperative Agreement between the MSD and UDOT for the SR 209 Sidewalk Project in the Copperton Metro Township as recommended, with modifications. Trustee Flint seconded the motion. The motion carried with Trustees Smolka, Bush, Clayton, Flint, Peay, Stringham and Zuspan each voting “aye”.

9. Overview of an MSD FY2022 Budget Amendment #1

Stewart Okobia presented an overview of the MSD Fiscal Year (FY) 2022 Budget Amendments for each Metro Township. He stated that most of the amendments are for CARES2 and ARPA expenditures that need to be included in the 2022 Budget.

10. Schedule a Public Hearing for December 14, 2022 to discuss the FY2022 Budget Amendments

Stewart Okobia stated that the Board should schedule a public hearing to discuss and consider the FY 2022 Budget Amendments on December 14, 2022.

Trustee Stringham moved to schedule a public hearing on December 14, 2022 at 6:00 pm to discuss and consider the FY 2022 Budget Amendments. Trustee Bush seconded the motion. The motion carried with Trustees Smolka, Bush, Clayton, Flint, Peay, Stringham and Zuspan each voting “aye”.

11. General Manager report

Brian Hartsell presented the General Manager’s report in Marla Howard’s excused absence.

- Several MSD representatives attended training today on WEBEOC and most of the day tomorrow they will attend a tabletop training involving multiple agencies.
- Reminder -- Friday is Veterans Day, and the office will be closed.
- The staff Thanksgiving Luncheon will be on November 17th at noon.
- A Christmas breakfast will be held on the morning of December 21st.
- New Planner II Jeff Miller started work earlier this week.

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

Trustee Flint stated that she received an email request, from someone in her area, for a porta potty for the soccer teams that are still playing in Big Bear Park. Trustee Flint would like a clarification from Salt Lake County Parks and Recreation regarding the park being rented

out without having bathroom facilities available for public use. She wasn't sure who should be providing or paying for a porta potty, but fears that it could become a health issue.

13. Discussion of future agenda items

No future agenda items were suggested by the Trustees.

14. Strategy session to discuss pending or reasonably imminent litigation (possible closed meeting pursuant to Utah Code Ann. § 52-4-205(1)(c))

There was no need for a strategy session closed meeting.

15. Discussion of the character, professional competence, or physical or mental health of an individual (possible closed meeting pursuant to Utah Code Ann. § 52-4-205(1)(a))

There was no need for a closed meeting.

16. Adjourn

Trustee Flint moved to adjourn the meeting. Trustee Stringham seconded the motion. The motion carried with Trustees Smolka, Bush, Clayton, Flint, Peay, Stringham and Zuspan each voting "aye".

Chair Smolka declared the meeting to be adjourned at 6:29 p.m.

Approved by the Board of Trustees on the 14th day of December 2022.

Joe Smolka, Chair

ATTEST:

Stewart Okobia, Clerk