



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, March 8, 2023, 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)  
Paulina Flint (via Webex)  
Dan Peay  
Laurie Stringham (via Webex)

### **Trustee Excused:**

Sean Clayton

### **Staff Present:**

Marla Howard, General Manager  
Brian Hartsell, Associate General Manager  
Tabitha Mecham, Administrative Coordinator (via Webex)  
Trent Sorensen, Director of Planning and Development Services  
Izabela Miller, Technology Manager (via Webex)  
Mark Anderson, Legal Counsel  
Maridene Alexander, Communications Manager (Via Webex)  
Mike Milne, Code Enforcement Officer (via Webex)

### **Others Present:**

Steven Kuhlmeier, Salt Lake County Public Works Engineering  
Lisa Hartman, Salt Lake County Associate Deputy Mayor (via webex)  
Paul Ashton, Magna and White City Metro Townships Legal Counsel (via webex)  
Rori Andreason, White City Metro Township Administrator (via Webex)  
Carrie Sibert – Salt Lake County Animal Services (via Webex)  
Talia Butler – Salt Lake County Animal Services (via Webex)  
Gordon Bennett- Emigration Canyon Metro Township Administrator (via Webex)  
Al Peterson – Kearns Metro Township Council (via Webex)  
Steven Calbert—Salt Lake County Justice Court (via Webex)

## **1. Call to Order**

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

## **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. Presentation on Animal Services regarding fiscal audit, 2022 accomplishments and 2023 goals.

Talia Butler and Carrie Sibert presented an update on the services Salt Lake County Animal Services has provided to MSD communities over the past year. They also updated the Board on the things they will be working on in 2023.

### 5. Approve budget adjustment to allocate \$500,000 from the Magna Cyprus Storm Drain project to the Magna 3100 S Storm drain project for construction.

Steven Kuhlmeier presented a recommended Budget adjustment that would move money from the Magna Cyprus Storm Drain Project to the Magna 3100 South Storm Drain Project.

**Trustee Peay moved to approve the Budget adjustment to allocate \$500,000 from the Magna Cyprus Storm Drain Project to the Magna 3100 South Storm Drain Project. Trustee Flint seconded the motion. The motion carried with Trustees Smolka, Bush, Flint, Peay, Stringham and Zuspan each voting “aye”.**

### 6. Approve acceptance of the invoicing and receipting process from the Salt Lake County Justice Court

Brian Hartsell stated that Stewart Okobia has researched the invoicing and receipting processes of the Salt Lake County Justice Court. Brian stated that Stewart confirmed that the Justice Court has followed through with the requirement that invoices be based on actual costs incurred and the MSD is now receiving actual billed invoices with proper receipting.

**Trustee Bush moved to approve the invoicing and receipting process of the Salt Lake County Justice Court. Trustee Flint seconded the motion. The motion carried with Trustees Smolka, Bush, Flint, Peay, Stringham and Zuspan each voting “aye”.**

### 7. Approve Resolution 2023-03-01 for Surplus Property Declaration

Izabela Miller explained that the plotter and scanner that has been used by the Long- Range Planners can no longer be serviced because the parts needed for repairs are no longer being made. Consequently, the plotter and scanner should be declared to be surplus and be disposed of as surplus property.

**Trustee Bush moved to approve Resolution 2023-03-01, which is a Surplus Property Declaration. Trustee Peay seconded the motion. The motion carried with Trustees Smolka, Bush, Flint, Peay, Stringham and Zuspan each voting “aye”.**

## **8. Presentation on Succession Planning and steps to implementation**

Marla Howard presented and explained the Succession Plan for the MSD. She stated that it is important for the MSD to “grow” its employees, rather than repeatedly attempting to hire new employees. The Plan will provide MSD employees with career opportunities and opportunities to advance.

## **9. Discussion of bylaws**

Chair Smolka stated that he would like the Trustees to review the MSD Bylaws and be prepared with questions, comments and suggestions for a future Board meeting.

## **10. Discussion and possible action on HB 374**

Mark Anderson reported that H.B. 374 was passed by the Legislature. Trustee Stringham explained that the County will put together an Advisory Board to determine a course that will be in the best interest of every community that will be affected by H.B. 374. Trustee Bush stated that there will be a meeting of affected municipalities in Salt Lake County to discuss what they will be looking for in police departments. Trustee Bush and Trustee Stringham will update the Trustees on the date for that meeting.

## **11. Legislative Update**

Mark Anderson presented an update on some of the Bills that were passed during the 2023 General Session of the Utah Legislature that will affect the MSD and its Members.

## **12. General Manager report**

Marla Howard reported on the following subjects:

- The employees’ St Patrick’s Day Luncheon will be held on March 15, 2023. The Trustees are invited.
- Jamie Kramer has tendered her resignation. Her last day at work will be March 23.
- Two applications for the Grading and Stormwater Supervisor position have been received.
- Staff Arbinger training will be held at the Utah Local Governments Trust on March 22.

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

There was no other business to be considered by the Board.

## **14. Discussion of future agenda items**

No future agenda items were suggested.

## **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))**

**Trustee Peay moved to go into a closed session to discuss the character, professional competence, or physical or mental health of an individual. Trustee Bush seconded the motion. The motion carried with Trustees Smolka, Bush, Flint, Peay, Stringham and Zuspan each voting “aye”.**

The meeting went into closed session at 7:26 p.m. with all Trustees, except Trustee Clayton, present, along with Brian Hartsell, Marla Howard, Tabitha Mecham, and Mark Anderson.

No action was taken during the closed portion of the meeting other than the approval of a motion to close the closed session and return to open session, after which Chair Smolka declared the meeting to again be in open session.

**16. Discussion of pending or reasonably imminent litigation (possible closed meeting pursuant to Utah Code Ann. § 52-4-205(1)(c).**

There was no need to close the meeting.

**17. Adjourn**

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

Chair Smolka declared the meeting to be adjourned at 7:34 p.m.

**Approved by the Board of Trustees on the \_\_\_\_ day of \_\_\_\_\_, 2023.**

\_\_\_\_\_  
Joe Smolka, Chair

**ATTEST:**

\_\_\_\_\_  
Stewart Okobia, Clerk