



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 (MSD)

Held Wednesday, January 11, 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 (via Webex)

Kelly Bush (via Webex)

Sean Clayton (via Webex)

Paulina Flint (via Webex)

Dan Peay

Laurie Stringham

### **Staff Present:**

Marla Howard, General Manager

Brian Hartsell, Associate General Manager (via Webex)

Stewart Okobia, Director of Finance

Tabitha Mecham, Administrative Coordinator

Trent Sorensen, Director of Planning and Development Services

Izabela Miller, Technology Manager (via Webex)

Mark Anderson, Legal Counsel

Kayla Mauldin, Senior Long Range Planner

Matt Starley, Long Range Planner

Kirk Boyington, Chief Building Official

Alex Rudowski, Senior GIS Analyst/Planner

Bianca Paulino, Long-Range Planner

### **Others Present:**

Crystal Hulbert, Salt Lake County Director of Public Works Operations

Scott Baird, Salt Lake County Public Works & Municipal Services Director (via Webex)

Rori Andreason, Magna and White City Metro Townships Administrator (via Webex)

Nancy Carlson-Gotts, Association of Community Councils Together (ACCT) (via Webex)

Hannah Gorski, Communications and Administrative Coordinator for the Salt Lake County Council (via Webex)

Abby Evans, Salt Lake County Senior Policy Advisor (via Webex)

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

## **1. Call to Order**

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

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### Trustees

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

## **2. Pledge of Allegiance**

The Pledge of Allegiance was recited.

## **3. Public Comments**

There were no public comments.

## **4. Approve change to the MSD Human Resources Manual for potential future transfer of SL County employees.**

Marla Howard explained the need to add a sentence to the MSD Human Resources Manual to cover entire department transfers of Salt Lake County employees to the MSD, so they will retain merit status if they were merit County employees at the time of the transfer. She stated that we need to be prepared for the potential of the Engineering Department moving to the MSD, but the provision would not apply to County employees who individually apply for employment with the MSD.

**Chair Smolka moved to approve the recommended change to the MSD Human Resources Manual for potential future departmental transfers of Salt Lake County employees to the MSD. Trustee Flint seconded the motion. The motion carried with Trustees Smolka, Bush, Clayton, Flint, Peay, Stringham and Zuspan each voting “aye”.**

## **5. Presentation and discussion by Salt Lake County Public Works Operations to review 2022 accomplishments and 2023 proposed projects**

Crystal Hulbert reviewed the accomplishments of the Salt Lake County Public Works Operations Department and presented an overview of the work the Department will be undertaking in 2023.

## **6. Review of 2022 of Strategic Plan and other Accomplishments**

Marla Howard, Stewart Okobia, Izabella Miller, Maridene Alexander and Brian Hartsell presented updates highlighting accomplishments of the MSD during 2022 and Marla Howard presented an overview of the Strategic Plan for 2023.

## **7. Review of 2022 Planning and Development accomplishments**

Trent Sorensen, Kirk Boyington, and Kayla Mauldin presented a review of 2022 accomplishments of the MSD Planning and Development Department.

## **8. Presentation by the Long-Range Planners regarding the benefits of the USU study**

Matt Starley presented information regarding the Magna Mantle Park Design Project.

## **9. Approve USU Study**

Marla Howard stated that the only cost related to the USU study will be Matt Starley's planning time.

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

#### **10. Legislation Overview**

Mark Anderson presented an update on selected Bills that are being considered by the Legislature that may impact the MSD and communities served by the MSD.

#### **11. Discussion and decision about Salt Lake Valley Law Enforcement Service Area (SLVLESA)**

Trustee Stringham presented an overview of the efforts of a Committee that has looked into SLVLESA issues, including the SLVLESA management structure. Trustee Stringham has spoken with Salt Lake County Sheriff Rosie Rivera, who agrees that the Sheriff serving as the CEO of SLVLESA presents a conflict of interest. Trustee Stringham stated that she asked Marla Howard if the MSD has the capability to provide administrative services under a contract with SLVLESA, and Marla assured Trustee Stringham that the MSD could handle it.

#### **12. General Manager report**

Marla Howard presented her General Manager report, covering the following:

- Ace Mack has been hired as the MSD IT Specialist/Business Analyst.
- Torreon Taylor has been hired as a Code Enforcement Officer.
- The MSD has two open employment positions.
- Trent Sorensen is rewriting the Stormwater Manager job requirements.
- Staff is working on 2023 goals and will present them during the next Board meeting.
- There will be an employee meeting on January 19 to discuss the 2023 annual performance goals, organizational goals and changes to the HR Manual.
- Annual Arbinger training will be held on March 21.
- Marla Howard, Brian Hartsell, Trent Sorensen, Kirk Boyington and Alex Rudowski will receive Science of Disaster training from February 14 to February 16.
- Management intends to present the MSD’s 2022 accomplishments to the member entity Councils, and will set that up.

#### **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.

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

Agenda item 16 was taken out of order.

**Trustee Stringham moved to go into closed session to discuss pending or reasonably imminent litigation. Trustee Peay seconded the motion. The motion carried with Trustees Smolka, Bush, Clayton, Flint, Peay, Stringham and Zuspan each voting “aye”.**

The meeting went into closed session at 8:01p.m., with Trustees Smolka, Bush, Clayton, Flint, Peay, Stringham and Zuspan, along with Brian Hartsell, Marla Howard, Tabitha Mecham, and Mark Anderson, in attendance.

Chair Smolka declared the meeting to again be open. 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.

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

The meeting went into closed session at 8:04 p.m. with Trustees Smolka, Bush, Clayton, Flint, Peay, Stringham and Zuspan present, along with Marla Howard and Mark Anderson.

Chair Smolka declared the meeting to again be open. 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.

**17. Adjourn**

**Trustee Stringham moved to adjourn the meeting. Trustee Peay 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 9:16 p.m.

**Approved by the Board of Trustees on the 12th day of April, 2023.**

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Joe Smolka, Chair

**ATTEST:**

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Stewart Okobia, Clerk