

Minutes of the 710th meeting of the Metropolitan Water District of Salt Lake & Sandy

The Work Session of the Metropolitan Water District of Salt Lake & Sandy on Monday, November 19, 2007 began at 3:30 p.m. in the District's Board Room located at 3430 East Danish Road, Cottonwood Heights, Utah 84093.

The following Trustees were present:

Leland J. Myers	- Chair
John S. Kirkham	- Vice Chair
Patricia Comarell	- Secretary
Lee Kapaloski	- Trustee
Tom Godfrey	- Trustee
Kathy W. Loveless	- Trustee

Excused:

Donald Y. Milne	- Trustee
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Also present:

Michael Wilson, General Manager
Josh DeBry, Controller
Michael DeVries, Assistant General Manager/IS Manager
Wayne Winsor, Engineering Manager
Gardner Olson, Project Engineer
Steve Stocking, O&M Manager
Claudia Wheeler, Environmental Services Manager
Shawn Draney, Snow, Christensen & Martineau
Jeff Niermeyer, Salt Lake City Public Utilities
Shane Pace, Sandy City Public Utilities
Alan Packard, Jordan Valley Water Conservancy District
Scott Robertson, Lewis Young Robertson & Burningham
Stan Postma, MWH
Jim Olson, Brown & Caldwell
Mike Zuhl, R&R Partners
Jeff Budge, Provo River Water Users Association
Curtis Rawlings, Wisan, Smith, Racker & Prescott
Keith Larson, Bowen Collins & Associates

Work Session Agenda

1. Presentation of Salt Lake County Demand and Supply Study
2. Other items

Board Meeting Agenda

1. Call to Order
2. Public Comment
3. Consider acceptance of annual audit report

4. Finance Committee
 - a. Periodic review of bond activity
 - b. Periodic review of employee dishonesty insurance policy and Trustee endorsement
 - c. Quarterly review of expenditures (check register)
5. Consider approval of capital contingency transfer of \$53,702.00
6. Consider authorization for sole source procurement of filter effluent valve actuators
7. Metro Water Project Report
8. Conservation Committee
9. Consider approval of 2008 meeting schedule
10. Consider cancelling of December 2007 board meeting
11. Controller Report
12. Consider acceptance of financial report
13. General Manager Report
14. Scheduling items
15. Miscellaneous Correspondence and News Items
16. Other Business
17. Items to be discussed at the next meeting
18. Closed Session (if necessary) to discuss the character, professional competence, or physical or mental health of an individual; strategy related to collective bargaining; strategy related to pending or reasonably imminent litigation; strategy related to the purchase, exchange, lease, or sale of real property; security; and/or criminal misconduct (if necessary)
19. Adjournment

Work Session

Presentation of Salt Lake County Demand and Supply Study

Mr. Larson shared with the board members the findings of the Salt Lake County Demand and Supply Study. Bowen Collins & Associates conducted the study in September 2006. The study concluded that supply plans for the District show a very small surplus of about 200 acre feet at full development. On a county wide basis, there is a projected 8,800 acre-ft deficit at full development. Some of the recommendations from the study were water conservation, developing new sources, and investigating opportunities for cooperative use.

Other Items

No other items were discussed.

Board Meeting

Call to Order

At 4:50 p.m. Mr. Myers called the meeting to order and welcomed Board Members, staff and guests.

Public Comment

The Chair invited any public comment. No public comment was made.

Consider acceptance of annual audit report

Mr. Rawlings shared the results of the annual audit report. There were not any audit issues that needed to be brought before the Board. Mr. Kirkham reported that the Finance Committee had reviewed the results of the audit.

Ms. Comarell moved to accept the annual audit report; Mr. Kirkham seconded the motion, and the motion passed unanimously.

Finance Committee

Mr. Kirkham reported on the activities of the Finance Committee. They conducted a periodic review of bond activity. They also reviewed two policy coverages: crime coverage and employee dishonesty coverage. The Finance Committee was provided with the quarterly check register and credit card statements for their review.

Consider approval of capital contingency transfer of \$53,702.00

Mr. Godfrey moved to approve the capital contingency transfer of \$53,702.00 to cover amounts which exceed the fiscal year budget for the UTA Bridge Project; Ms. Comarell seconded the motion, and the motion carried unanimously.

Consider authorization for sole source procurement of filter effluent valve actuators

Ms. Comarell moved to approve authorization for sole source procurement of (14) Filter Effluent Valve Actuators at LCWTP; Mr. Kirkham seconded the motion, and the motion passed unanimously.

Metro Water Project Report

The Chair referred the Board members to the board packet which provided a summary of the significant project issues.

Conservation Committee

Mr. Kapaloski reported on the activity of the Conservation Committee. Representatives from Salt Lake City, Sandy City and the District were involved in the production of a 2008 Conservation calendar. Five thousand copies of the calendars will be produced and distributed to the member cities.

Consider approval of 2008 meeting schedule

The Board approved the 2008 meeting schedule. No motion was required.

Consider cancelling of December 2007 Board Meeting

Mr. Kirkham moved to cancel the December 2007 Board Meeting; Ms. Comarell seconded the motion, and the motion carried unanimously.

Controller Report

Mr. DeBry reported that the District has submitted an RFP for banking services and audit services. He also reported the final payment was made to W. W. Clyde for POMA. Other financial activity included the transfer of the Salt Lake County escrow to Cottonwood Heights. He also reported that the surplus auction resulted in the sale of three District vehicles.

Consider acceptance of financial reports

Mr. Kirkham moved to accept the financial reports; Ms. Loveless seconded the motion, and the motion passed unanimously.

General Manager Report

Mr. Wilson shared with the Board the dates for the Utah Water Summit and the District Holiday party. He also reported on the upcoming water rights and property tax legislation. Copies of the updated Policies and Procedures and Employee Manual will be distributed to Board members. Mr. Wilson also recognized Steve Stocking, Operations and Maintenance Manager, who reached 25 years of service with the District on November 4th.

Scheduling Items

Mr. Wilson reported that an Engineering Committee meeting will be held in December. No other scheduling items were discussed.

Miscellaneous Correspondence and News Items

There was miscellaneous correspondence and articles provided in the packet for the Board members to review.

Other Business

No other business was discussed.

Closed Session

Closed session to discuss strategy related to pending or reasonably imminent litigation. Mr. Draney deemed a closed session appropriate to discuss pending or reasonably imminent litigation. Mr. Kirkham moved to go into closed session; Mr. Godfrey seconded the motion and the motion passed unanimously.

Mr. Wilson, Mr. Myers, Mr. Draney, Ms. Comarell, Ms. Loveless, Mr. Godfrey, Mr. Kapaloski, Mr. DeVries, Mr. Winsor, and Ms. Wheeler were in attendance.

Mr. Kirkham motioned to go out of closed session; Ms. Comarell seconded the motion and the motion passed unanimously.

Adjournment

At 5:32 p.m. Mr. Kirkham moved to adjourn the meeting; Ms. Comarell seconded the motion, and the motion carried unanimously.