

MONDAY, JUNE 17, 2019

Minutes of the 835th meeting of the Metropolitan Water District of Salt Lake & Sandy

The Board Meeting of the Metropolitan Water District of Salt Lake & Sandy on Monday, June 17, 2019 began at 4:30 p.m. in the District's Board Room located at 3430 East Danish Road, Cottonwood Heights, Utah 84093.

The following trustees were present:

Tom Godfrey	-Chair
Donald Y. Milne	-Vice Chair
Cindy Cromer	-Trustee
John S. Kirkham	-Trustee
John H. Mabey, Jr.	-Trustee

Excused:

Joan Degiorgio	-Trustee
Patricia Comarell	-Secretary

Also present:

Mike DeVries, General Manager
Wayne Winsor, Assistant General Manager/Engineering & Maintenance Manager
Annalee Munsey, Assistant General Manager
Matt Tietje, Operations Manager
Ryan Nicholes, Information Services Manager
Cláudia Bauleth, Laboratory Manager
Sonya Shepherd, HR Program Manager
Josh Croft, Accountant
Ammon Allen, Engineering Supervisor
Jeff Matheson, Lab Supervisor
Michael Whiteley, Systems Administrator
Nathan Scown, Assistant Operations Manager
Shawn Draney, Snow Christensen & Martineau
Steve Cain, Provo River Water Users Association
Mike Collins, Bowen Collins & Associates
Jacob Young, Brown and Caldwell
Adam Jones, Brown and Caldwell
Chris Finlinson, Central Utah Water Conservancy District
Raenee Carlson, Rocky Mountain Power
Robert Czubak, Granite School District
Steve Naegle, Cascade Energy
Steve Van Maren, Sandy resident

Work Session Agenda

1. Open and Public Meetings Act training

2. District Safety Program
3. Energy Management Plan
4. Other

Board Meeting Agenda

1. Call to order
2. Employee recognition
3. Public comment
4. Rocky Mountain Power incentive program update
5. Management Advisory Committee report
 - a. Consider approval of changes to Policies and Procedures of the District
 - b. Reporting items
6. Finance Committee report
 - a. Consider approval of Resolution 1899 adopting the fiscal year 2020 budget
 - b. Report on property and liability insurance coverage
 - c. Reporting items
7. Engineering Committee report
 - a. Consider approval of cooperation agreement with Granite School District
 - b. Consider approval of dry scrubber procurement
 - c. Consider approval of professional services agreement for Security Control Services
 - d. Reporting items
8. Consider election of officers
9. Discuss and consider approval of board committee assignments
10. Consider approval of Board Meeting minutes dated May 20, 2019
11. Consider acceptance of financial reports
12. Reporting/Scheduling items
 - a. Water supply and demand report
 - b. Butane truck roll over in Deer Creek Reservoir
13. Other business

Work Session

Open and Public Meetings Act training

Ms. Shepherd provided the annual training to the board members on the Open and Public Meetings Act, Utah Code Ann., Title 52. Ms. Shepherd's presentation included a review of meeting notice requirements, written minutes of open meetings requirements, and purposes for closed meetings.

District Safety Program

Ms. Munsey gave a presentation on the District's Safety Program. She explained the five elements of the safety program, which are District training, Safety Manual, Safety Committee, Safety Incentive and Safety Suggestions. The District's E-Mod (experience modifier) for FY20 is .75, which is a significant decrease from the prior year. The board suggested providing an

incentive for employees that complete CPR training. They also recommended testing employee knowledge on safety manual topics.

Energy Management Plan

Mr. Allen provided an overview of the energy management plan, which included the creation of an energy management team, conducting an energy efficiency study, and improvements to power monitoring. The District continues to improve energy conservation through proactive operational and maintenance changes. Staff is also replacing failing equipment with energy efficient options. The District will investigate solar power projects at all District facilities and a wind power project at the Jordan Narrows Pump Station.

Other

No other business was discussed.

Board Meeting

Call to order

At 4:30 p.m. the Chair called the meeting to order and welcomed board members, staff and guests. Ms. Degiorgio and Ms. Comarell were excused. Mr. Mabey arrived at 4:45 p.m.

Employee recognition

Mr. Nicholes introduced Mr. Michael Whiteley. He started at the District in May as a Systems Administrator. Ms. Bauleth recognized Mr. Jeff Matheson, Lab Supervisor, for 20 years of service.

Public comment

The Chair invited public comments and no comments were made.

Rocky Mountain Power incentive program update

Mr. Scown provided a final report on the Rocky Mountain Power Wattsmart business incentive program, which concluded in March 2019. Ms. Raenee Carlson, Rocky Mountain Power Project Manager, recognized the District for its participation in the strategic energy management cohort program. Overall, the District saved 2,992,038 kWh of electricity over the 18-month period. Mr. Steve Naegle, Cascade Energy, reviewed the next steps for energy management. There are capital project saving components.

Management Advisory Committee report

The Management Advisory Committee met on June 4, 2019 and reviewed the proposed changes to Chapter 10 of the Policies and Procedures Manual. The committee recommended

approval of the proposed changes by the full board. The committee also discussed an organizational chart change.

Consider approval of changes to Policies and Procedures of the District

The periodic review of the Policies and Procedures (P&P) takes place in June of each year after the Utah legislative session and the resulting implementation of any new laws affecting District policy. The Engineering Committee developed recommendations related to Chapter 16 of the P&P (right-of-way chapter). The Finance Committee reviewed and provided input on the proposed changes to Chapter 3, of the P&P and the Management Advisory Committee provided input on the proposed changes to Chapter 10 of the P&P.

Mr. Mabey motioned to approve changes to Chapter 10, except 10-23 to allow for further legal counsel review; Mr. Kirkham seconded the motion and it passed unanimously.

Mr. Kirkham motioned to approve changes to Chapter 3; Mr. Milne seconded the motion and the motion carried unanimously.

Mr. Kirkham motioned to approve changes to Chapter 16; Mr. Mabey seconded the motion and the motion passed unanimously.

Consider approval of Resolution 1899 adopting the fiscal year 2020 budget

The budget resolution includes the tentative FY20 certified tax rates and corresponding property tax revenues for Salt Lake City and Sandy City. The District has not received the final tax rate numbers and revenues from the Salt Lake County Auditor.

Mr. Kirkham motioned to approve Resolution 1899 adopting the Fiscal Year 2020 budget subject to final tax rates and revenues; Mr. Milne seconded the motion and the motion carried unanimously.

Report on property and liability insurance coverage

The Finance Committee met with representatives from Moreton & Company to review the FY20 renewal quotes for the District's general insurance. Moreton & Company provides insurance broker services to the District. Mr. Kirkham reviewed the insurance coverage and rates. The District's overall FY20 general insurance budget increased by 4.6 percent compared to FY19; however, the quotes came back less than estimated due to a significant decrease in the Workers Compensation insurance premium. The Finance Committee recommended no adjustment to the tentative budget numbers.

Consider approval of cooperation agreement with Granite School District

Granite School District
Address: 3251 East 3760 South, Millcreek
SLA Station: 2150+22

Corridor: 472 (Easement), 473 (Fee)

Granite School District is reconstructing Skyline High School and the school currently uses the SLA corridor for access, parking, tennis courts and various utilities. There is no record for these uses on file with either the MWDSL or Granite School District. Both Districts desire to enter into a formal cooperation agreement in concert with the renovations to take place in the next 24 months. The Engineering Committee recommended the board authorize the General Manager to sign the Granite School District cooperation agreement, either in its current format or with minor changes as considered in the District's best interest by the General Manager and counsel. Mr. Winsor distributed an updated cooperation agreement, which includes in detail the District's access to the corridor.

Mr. Kirkham motioned to approve the cooperation agreement with Granite School District subject to amendment and approval of General Manager; Mr. Milne seconded the motion and the motion carried unanimously.

Consider approval of dry scrubber procurement

Procurement of the dry scrubber was advertised beginning May 2, 2019 and the bid opening occurred May 21, 2019. Bids were received from two vendors and Purafil Inc. appeared to be the lowest responsive and responsible bidder, in addition to providing the shortest time to delivery. The Engineering Committee recommended award of \$126,000.00 to Purafil Inc. for procurement of a one-ton chlorine gas dry media scrubber, contingent on adoption of the FY2020 budget. Mr. DeVries described the criticality of the chlorine scrubber.

Mr. Milne motioned to approve the dry scrubber procurement to Purafil in the amount of \$126,000; Mr. Kirkham seconded the motion and the motion carried unanimously.

Consider approval of professional services agreement for Security Control Services

The Engineering Committee recommended approval by the full board to authorize the General Manager to enter into a contract with Cache Valley Electric - Avtec Systems Integrator Division for 5 years (through June 30, 2024). Avtec would provide security control services to the District.

Mr. Milne motioned to approve the 5-year professional services agreement for security control services with Cache Valley Electric; Mr. Kirkham seconded the motion and the motion carried unanimously.

Engineering Committee report

The Engineering Committee met on June 3, 2019 and reviewed several agreements. Mr. Milne reported on a special Engineering Committee meeting, held on June 12, 2019, to discuss the SLA corridor along El Serrito Drive in Millcreek. The committee recommended that legal counsel determine how to work with the county recorder to assure the District's ownership is properly recorded in the area. The committee also recommended that staff coordinate with

Millcreek City. On fee property, the committee recommended that the agreements on fee title stipulate that property owners must pay for removal for any improvements. Finally, the committee recommended that staff execute cooperation agreements with affected property owners.

Consider election of officers

In June of each year, the board selects a Chair, Vice-Chair, and Secretary to serve for a term of one year from July 1 to June 30 the following year. Currently Mr. Godfrey serves as the Chair, Mr. Milne as Vice-Chair, and Ms. Comarell as Secretary.

Mr. Milne motioned to maintain the current officers of the board; Mr. Kirkham seconded the motion. The motion carried unanimously.

Ms. Cromer expressed appreciation to the board officers and committee members for their work reviewing the Policies and Procedures manual.

Discuss and consider approval of board committee assignments

Mr. Milne motioned to approve the proposed board committee assignments; Ms. Cromer seconded the motion and the motion carried unanimously.

Consider approval of Board Meeting minutes dated May 20, 2019

Mr. Kirkham motioned to approve the Board Meeting minutes dated May 20, 2019, with correction noted; Mr. Mabey seconded the motion and it carried unanimously.

Consider acceptance of financial reports

Mr. Kirkham motioned to accept the April 2019 financial reports; Mr. Milne seconded the motion. The motion carried unanimously.

Reporting/Scheduling items

Mr. Tietje provided a water supply and demand report. Due to ideal weather conditions, the Little Cottonwood Creek has provided stable flows. He also reported on water level in Utah Lake as well as the other reservoirs. Mr. Tietje provided a report on the butane truck roll over in Deer Creek Reservoir and the cooperative remediation efforts.

The Provo River Water Users Association annual board meeting and tour is scheduled for August 29, 2019.

Other business

No other business was discussed.

Items to be discussed at future meetings

The board requested an updated report on El Serrito at a future meeting.

Closed session

Mr. Draney deemed it appropriate to go into closed session to discuss pending or reasonably imminent litigation. Mr. Mabey motioned to go into closed session; Ms. Cromer seconded the motion and it carried unanimously. All board members, minus Ms. Degiorgio and Ms. Comarell, were present. The following staff were present: Mr. DeVries, Mr. Winsor, Ms. Munsey, and Mr. Draney.

Mr. Kirkham motioned to go out of closed session; Mr. Milne seconded the motion and it carried unanimously.

Adjourn

At 6:03 p.m. the board meeting adjourned.

Tom Godfrey, Chair

Patricia Comarell, Secretary