

MONDAY, APRIL 17, 2023

Minutes of the 872nd meeting of the Metropolitan Water District of Salt Lake & Sandy Board of Trustees held Monday, April 17, 2023 at 4:40 p.m. at 3430 E Danish Road, Cottonwood Heights, UT 84093.

The following trustees attended the board meeting:

Tom Godfrey	-Chair
John S. Kirkham	-Vice Chair
Patricia Comarell	-Secretary
Cindy Cromer	-Trustee
Joan Degiorgio	-Trustee
Donald Y. Milne	-Trustee

The following trustees were excused:

John H. Mabey, Jr. -Trustee

The following staff and guests attended the board meeting:

Michael DeVries, General Manager
Annalee Munsey, General Manager designee
Wayne Winsor, Assistant General Manager - Chief Engineer
Darin Klemin, IT Manager
Gordon Cook, Maintenance Manager
Sonya Shepherd, HR Program Manager
Jeff Matheson, Laboratory Manager
Cláudia Bauleth, Laboratory Manager
Matthew Tietje, Operations Manager
Ammon Allen, Engineering Supervisor
Kelly Stevens, Senior Engineer
Breana Jackson, Executive Assistant
Josh Croft, Accountant
Shawn Draney, Snow, Christensen & Martineau
Dani Cepernich, Snow, Christensen & Martineau
Marie Owens, AE2S
Steve Van Maren, Sandy City resident

Work Session Agenda

1. Presentation on Preliminary Design Report for the Salt Lake Aqueduct Replacement-Cottonwoods Conduit project (SLAR-CC)

Board Meeting Agenda

1. Call to order
2. Public comment
3. Consider approval of resolution of appreciation for Michael J. DeVries
4. Engineering Committee report
 - a. Consider approval of Supervisory Control and Data Acquisition (SCADA) software license renewal
 - b. Consider approval of SLAR-CC easement procurement guidelines and forms
 - c. Capital project report
5. Finance Committee report
 - a. Consider adoption of FY 2024 tentative budget
 - b. Consider acceptance of financial reports
 - c. Annual fraud risk assessment
 - d. Periodic reporting items
 - i. Semi-annual deposits and investments report
 - ii. Quarterly check register
 - iii. Electronic payments
 - iv. Credit card expenditures reports

- e. Reporting items
6. Consider approval of Resolution 1923 for proxy for Provo River Water Users Association annual meeting
7. Consider approval of Board Meeting minutes dated March 27, 2023
8. Consider approval of Board Meeting minutes dated April 3, 2023
9. Reporting/Scheduling items
 - a. Water supply and demand update
10. Other business
11. Items to be discussed at future meetings
12. Closed session
 - a. Pending or reasonably imminent litigation
13. Adjourn

Work Session

Presentation on Preliminary Design Report for the Salt Lake Aqueduct Replacement-Cottonwoods Conduit project (SLAR-CC)

Mr. Kelly Stevens provided an update on the Cottonwoods Connection project (SLAR-CC). The project is at 30% design. This progress is covered in the Preliminary Design Report. Mr. Stevens outlined the design elements of the project, levels of services, hydraulic performance, design criteria, construction constraints, and cost opinion and schedule in the Preliminary Design Report.

Mr. Kirkham asked if there is a timeline for the new Big Cottonwood Water Treatment Plant (BCWTP) to be completed. A timeline for BCWTP is currently unknown, however the SLAR-CC project will proceed to provide resiliency for member city water supply.

Board Meeting

Call to order

At 4:40 p.m. the Chair called the meeting to order and welcomed board members, staff, and visitors.

Public comment

Mr. Steve Van Maren expressed appreciation for Mr. DeVries. He noted his kindness and professionalism.

Consider approval of resolution of appreciation for Michael J. DeVries

Mr. Kirkham read the resolution of appreciation for Michael J. DeVries.

Mr. Kirkham motioned to approve the resolution of appreciation for Michael J. DeVries. Mr. Milne seconded the motion and the motion passed unanimously.

Consider approval of Supervisory Control and Data Acquisition (SCADA) software license renewal

The District uses the GE software to monitor, record, and control the water treatment plants and remote sites. This software is required in order for the operators to operate the water treatment process and to help the District maintain compliance with drinking water regulatory requirements. The cost of this software has now exceeded the \$50,000 threshold and requires approval from the Board.

Mr. Milne motioned to approve \$52,081.92 to GE Digital LLC care of GrayMatter Systems to renew the District's SCADA HMI software license. Mr. Kirkham seconded the motion and the motion passed unanimously.

Capital project report

Mr. Godfrey welcomed any questions regarding the capital project report. No comments were made.

Consider adoption of FY 2024 tentative budget

Mr. Kirkham noted the District's requirements for tax changes since the board is appointed by two separate city councils. Approval of the FY 2024 tentative budget would allow the District to pursue tax increase consent from both city councils.

Mr. Kirkham motioned to adopt the FY 2024 tentative budget. Mr. Milne seconded the motion and the motion passed unanimously.

Consider acceptance of financial reports

Mr. Kirkham motioned to accept the February 2023 financial reports. Mr. Milne seconded the motion and the motion passed unanimously.

Annual fraud risk assessment

Ms. Munsey provided the board with the annual fraud risk assessment. The score remains the same since the District does not employ a CPA. Instead, the District has an accounting consulting agreement with WSRP, a firm with CPAs.

Periodic reporting items

Mr. Kirkham noted the Finance Committee had received the periodic financial reporting reports.

Consider approval of Resolution 1923 for proxy for Provo River Water Users Association

In preparation for the annual Provo River Water Users Association meeting, the District provides a proxy for the District. The District is recommending Ms. Munsey as the proxy.

Mr. Kirkham motioned to approve Resolution 1923 for Ms. Annalee Munsey to proxy for Provo River Water Users Association. Ms. Cromer seconded the motion and the motion passed unanimously.

Consider approval of Board Meeting minutes dated March 27, 2023

Ms. Cromer motioned to approve the Board Meeting minutes dated March 27, 2023. Ms. Comarell seconded the motion and the motion passed unanimously.

Consider approval of Board Meeting minutes dated April 3, 2023

Ms. Cromer motioned to approve the Board Meeting minutes dated April 3, 2023. Ms. Comarell seconded the motion and the motion passed unanimously.

Reporting/Scheduling items

The Provo River Water Users Association meeting is on June 29th. Sandy City Public Utilities Advisory Board meeting for April is cancelled.

Other business

Mr. Winsor reported a public notice of the Multi-Hazard Preliminary Design Report has been posted on the District's website and the public may schedule a time to view the report at the District until May 18, 2023. The board discussed ways to encourage public comment on the report.

Mr. Godfrey congratulated Darin Klemin on his promotion as well as Jake McGill and Jared Rose on their service anniversaries.

Items to be discussed at future meetings

Ms. Cromer requested a field trip of the Managed Aquifer Recharge Project.

Closed Session

Mr. Milne motioned to go into closed session to discuss pending or reasonably imminent litigation. Mr. Kirkham seconded the motion and the motion passed unanimously. All board members were present with the exception of Mr. Mabey; the following staff were also present: Mr. DeVries, Ms. Munsey, Mr. Winsor, Ms. Jackson., Mr. Draney, and Ms. Cepernich.

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

Consider approval of SLAR-CC easement procurement guidelines and forms

There are currently 79 parcels that have been identified that will require an easement to be acquired.

Attached to these minutes is the background memo for this agenda item.

Mr. Kirkham motioned to approve the SLAR-CC easement procurement guidelines and forms. Ms. Degiorgio seconded the motion and the motion passed unanimously.

Reporting/Scheduling items

Mr. Tietje provided a water supply and demand update for the board. He reviewed the water supply forecasts and average precipitation. Mr. Tietje noted record flows and flood control measures.

Adjourn

At 6:07 p.m. the board meeting adjourned.

Tom Godfrey, Chair

Patricia Comarell, Secretary