

**BOARD MEETING
APRIL 12, 2017
9:00 A.M.
MT. OLYMPUS IMPROVEMENT DISTRICT
3932 SOUTH 500 EAST**

SUMMARY

1. **MINUTES OF BOARD MEETING – MARCH 15, 2017**
2. **MT. OLYMPUS PAYABLES**
3. **CENTRAL VALLEY PAYABLE**
4. **FINANCIAL REPORT**
5. **CENTRAL VALLEY REPORT – JOHN NORTON**
 - A. **CENTRAL VALLEY AUDIT REPORT FOR THE YEAR ENDED DECEMBER 2016**
 - B. **REPORT ON ENTITY MANAGERS MEETING**
6. **DISCUSSION AND APPROVAL OF RESOLUTION ON MUNICIPAL WASTEWATER PLANNING PROGRAM SELF ASSESSMENT REPORT FOR 2017**
7. **DISCUSSION AND MOTION TO CHANGE MAY 2017 BOARD MEETING DATE**
8. **UPDATE ON ELECTION**
 - A. **RESOLUTION TO APPROVE INTERLOCAL AGREEMENT WITH SALT LAKE COUNTY TO CONDUCT THE DISTRICT’S 2017 TRUSTEE ELECTION**
9. **MANAGER’S REPORT**
 - A. **PERSONNEL REVIEW**
 - B. **OPERATIONS REPORT**
 1. **UPDATE ON BUILDING B EXPANSION**
 2. **DISCUSSION OF ENGINEERING FEES**
 3. **SEWER FEES AND CHARGES COMPILED BY SALT LAKE CITY PUBLIC UTILITIES**
 4. **DISCUSSION OF CEASE AND DESIST LETTER TO ALLSTAR SERVICE AND REPAIR CORP.**
 5. **UPDATE ON DAILY’S PREMIUM MEATS**
 6. **UPDATE ON 4500 SOUTH CONSTRUCTION**
 - C. **GFOA CONFERENCE UPDATE**
 - D. **WEAU CONFERENCE UPDATE**
 - E. **WEFTEC 2017 CONFERENCE UPDATE**
10. **INFORMATION ITEMS (NO ACTION REQUIRED)**
 - A. **DISTRICT ACTIVITY REPORTS**
 - B. **CENTRAL VALLEY FLOW & LOAD REPORT**
 - D. **UTAH PUBLIC TREASURER’S POOL YIELD**

PRESENT: **AMI NEFF, BOARD CHAIR**
 JOHN NORTON, TRUSTEE
 MEL MACKAY, TRUSTEE
 KERRY EPPICH, GENERAL MANAGER
 STEPHEN ROHWER, DISTRICT CONTROLLER
 TAMMY GONZALES, EXECUTIVE SECRETARY/DISTRICT CLERK

PRESIDING: **CHAIR, AMI NEFF**

1. **MINUTES OF BOARD MEETING MARCH 15, 2017**

Motion to approve the March 15, 2017 Board Meeting minutes, as written, was made by Trustee John Norton and seconded by Trustee Mel Mackay. The motion was approved by unanimous vote, those voting in favor: John Norton, Mel Mackay, and Ami Neff.

2. **MT. OLYMPUS PAYABLES**

After review and discussion, motion to approve the Mt. Olympus Payables was made by Trustee John Norton and seconded by Trustee Mel Mackay. The motion was approved by unanimous vote, those voting in favor: John Norton, Mel Mackay, and Ami Neff.

3. **CENTRAL VALLEY PAYABLE**

After review and discussion, motion to approve the Central Valley Payable was made by Trustee John Norton and seconded by Trustee Mel Mackay. The motion was approved by unanimous vote, those voting in favor: John Norton, Mel Mackay, and Ami Neff.

4. **FINANCIAL REPORT**

The Financial Report was accepted for filing by Board Members.

5. **CENTRAL VALLEY REPORT – JOHN NORTON**

Trustee Norton attended the March 2017 board meeting of Central Valley and the following topics were discussed:

- ***Bonds*** – A public hearing will be held at the April and May Board meetings for public comment on the bond issuance. The Board will review and approve the Parameters Resolution that includes maximum bond issuance, interest rate and terms.
- ***Compost*** – Central Valley approved the purchase of a front-end loader for \$440,000. This front-end loader is for the compost operation.
- ***Food Waste Trip*** – Phil Heck and Brown & Caldwell have been in contact with East Bay Municipal Utility District to take a tour of their waste food processing facility. The trip was approved and will be scheduled sometime in May or June.
- ***Homeless Shelter Site*** – One potential site for a new homeless shelter being considered is in South Salt Lake along the Jordan River. One concern is that the residents of these camps use the Jordan River as their bathroom facilities and adds fecal matter to the River. At this time the Board will not comment on this matter.
- ***Municipal Wastewater Planning Program Resolution*** – The Resolution has been signed and approved.
- ***Operating Permit*** – The Permit will be signed and take effect April 1, 2017. There are a couple of variances that will not be included in this permit, the phosphorus limit and the WET testing. The phosphorus limit will be in a separate permit to be issued in five years. The WET test issue is still in contention.
- ***Capital Projects*** – The interceptor rehabilitation is still in the works, but they found some blockages in the line and are working with the contractor to fix these blockages. The co-gen is still in process and they are working with Smith Power on the electrical switching gear and gas treatment design. Central Valley purchased two 600 kilowatt backup generators used to start the generators.

5. CENTRAL VALLEY REPORT – JOHN NORTON (CONTINUED)

A. CENTRAL VALLEY AUDIT REPORT FOR THE YEAR ENDED DECEMBER 2016

Trustee Norton stated that the 2016 financial statement audit came back as a clean audit with a few book adjustments that were deemed immaterial.

B. REPORT ON ENTITY MANAGERS MEETING

Manager Eppich reported on some of the issues discussed at the entity managers meeting. There is not a formal agreement regarding the permit but there is a letter discussing the phosphorus removal. There is also an agreement of understanding regarding the wet test issue. Walt Baker with DWQ has given his retirement notice, so the question then is what good are these agreements? The mussel and snail study for the ammonia was discussed with an emphasis on digging deeper into the soil/sediment. The Bond documents were then discussed in detail. Regarding the asset management, the Murray/Cottonwood interceptor project is having major issues. There is one section of pipe that they cannot get a camera through. They are thinking about sending someone down the 54 inch pipe during downtime, sometime early in the morning. So instead of the project being nearly finished it is still ongoing. The effluent pipe issue has been put on hold until more is known from the studies. One project they would like to continue to work on is the food waste receiving project. This project could potentially bring in over \$1 million dollars a year.

6. DISCUSSION AND APPROVAL OF RESOLUTION ON THE MUNICIPAL WASTEWATER PLANNING PROGRAM SELF ASSESSMENT REPORT FOR 2016

The Board was provided a copy of the Municipal Wastewater Planning Program Self Assessment Report for 2016 for their review.

After review and discussion Trustee John Norton made the motion that the Board adopt the following resolution:

RESOLUTION #18-041217-01

MUNICIPAL WASTEWATER PLANNING PROGRAM RESOLUTION

RESOLVED that *MT. OLYMPUS IMPROVEMENT DISTRICT (FORMERLY SALT LAKE CITY SSD #1)* informs the Water Quality Board the following actions were taken by the *DISTRICT BOARD OF TRUSTEES*

1. Reviewed the attached Municipal Wastewater Planning Program Report for 2016.
2. Have taken all appropriate actions necessary to maintain effluent requirements contained in the UPDES Permit (If Applicable).

6. DISCUSSION AND APPROVAL OF RESOLUTION ON THE MUNICIPAL WASTEWATER PLANNING PROGRAM SELF ASSESSMENT REPORT FOR 2016 (CONTINUED)

RESOLUTION #18-041217-01 (CONTINUED)

Passed by a (majority) (unanimous) vote on

April 12, 2017
(date)

Ami Neff
Chairman

Tammy Gonzales
Attest: Recorder/Clerk

The motion was seconded by Trustee Mel Mackay. The motion was approved by unanimous vote, those voting in favor: John Norton, Mel Mackay, and Ami Neff.

A discussion was then had on the District's current capacity.

7. DISCUSSION AND MOTION TO CHANGE MAY 2017 BOARD MEETING DATE

After review and discussion, it was decided by the Board to tentatively set May 18th as the new May board meeting date once a confirmed date is set for Trustee John Norton to join the Bond Ratings trip to San Francisco.

8. UPDATE ON ELECTION

A. RESOLUTION TO APPROVE INTERLOCAL AGREEMENT WITH SALT LAKE COUNTY TO CONDUCT THE DISTRICT'S 2017 TRUSTEE ELECTION

Manager Eppich talked to the Board about the election process with the County. For each election the County creates an Interlocal Agreement, which we have received. We forwarded the Agreement to our attorney who has reviewed the document. This will be a complete vote by mail election.

After review and discussion Trustee Mel Mackay made the motion that the Board adopt the following resolution:

8. UPDATE ON ELECTION (CONTINUED)

A. RESOLUTION TO APPROVE INTERLOCAL AGREEMENT WITH SALT LAKE COUNTY TO CONDUCT THE DISTRICT'S 2017 TRUSTEE ELECTION (CONTINUED)

RESOLUTION #18-041217-02
RESOLUTION REGARDING
SALT LAKE COUNTY CLERK ELECTIONS DIVISION
INTERLOCAL COOPERATION AGREEMENT BETWEEN
MT. OLYMPUS IMPROVEMENT DISTRICT
-AND-
SALT LAKE COUNTY ON BEHALF OF THE
COUNTY CLERK ELECTION'S DIVISION

FOR 2017 DISTRICT ELECTION

WHEREAS, the County desires to provide the services of its Clerk's Office, Election Division, to the District for the purpose of assisting the District in conducting the District's 2017 trustee elections; and

WHEREAS, the District desires to engage the County for such services; and

WHEREAS, the governing bodies of the Parties are public agencies and are, therefore, authorized by the Utah Interlocal Cooperation Act §11-13-101, et seq., Utah Code Ann., 1953 as amended to enter into agreements to cooperate with each other in a manner which will enable them to make the most efficient use of their resources and powers; and

NOW THEREFORE be it resolved by the Board of Trustees of **Mt. Olympus Improvement District** ("District"), a political subdivision of the State of Utah, has entered into this Agreement with **Salt Lake County**, a political subdivision of the State of Utah, on behalf of the Salt Lake County Clerk's Office, Elections Division to conduct the District's 2017 Trustee Elections.

ADOPTED AND APPROVED by the Board of Trustees of Mt. Olympus Improvement District as Resolution No. 18-041217-2 this 12th day of April, 2017.

MT. OLYMPUS IMPROVEMENT DISTRICT

By: _____
Its: Chairman

ATTEST:

District

The motion was seconded by Trustee John Norton. The motion was approved by unanimous vote, those voting in favor: Mel Mackay, John Norton and Ami Neff.

9. **MANAGER'S REPORT**

A. **PERSONNEL REVIEW**

Manager Eppich reported that the following employees will have their anniversaries in May:

Karl Faulkner's anniversary is on May 14. He will have been with the District for 33 years.

Grant Reddick's anniversary is on May 12. He will have been with the District for 14 years.

Both are doing a good job.

B. **OPERATIONS REPORT**

1. **UPDATE ON BUILDING B EXPANSION**

Engineer Ayala joined the meeting and discussed the progress on the expansion of Building B. At this time they have finished the block and have now started to demo the top portion of the old building. Once this is done they will demo the existing wall and reroof the entire building. We have added an amendment to their contract to have them redo the concrete and put in a trench drain at the entrance of the front building. Right now water is not draining properly and is causing water on the concrete to freeze during cold weather.

2. **DISCUSSION OF ENGINEERING FEES**

Provided to the Board was a copy of the current engineering fees. These were provided for clarification.

3. **SEWER FEES AND CHARGES COMPILED BY SALT LAKE CITY PUBLIC UTILITIES**

The Board was provided a copy of a list of sewer fees and charges that were compiled by Salt Lake City Public Utilities. A discussion was then had on the differences in cost between the different entities.

4. **DISCUSSION OF CEASE AND DESIST LETTER TO ALLSTAR SERVICE AND REPAIR CORP.**

Provided to the Board was a copy of a cease and desist letter from our attorney Wallace Felsted to Allstar Service and Repair Corp. Allstar has been doing work in the district without obtaining the proper permits or notifying the District for inspections. They were told by the District Inspector to stop performing any work within the District without complying with the requirements, but they continued to do work and are still in violation of the rules and regulations. This letter is a warning for them to stop doing any work in the District and to get in touch with the District to resolve this issue. The Board directed Manager Eppich to have Wally be more severe in the letter.

9. **MANAGER'S REPORT (CONTINUED)**

B. **OPERATIONS REPORT (CONTINUED)**

5. **UPDATE ON DAILY'S PREMIUM MEATS**

We received a letter from Daily's on April 6, 2017 asking for another extension. Manager Eppich stated that by July 31, 2017 they will be billed and expected to pay what we fill is adequate based on our evaluation, if we have not received the calculated numbers from them by May 31, 2017. The Board feels we have worked with them and that they are testing us and we should just bill them.

After review and discussion, motion to approve to have our attorney get in touch with them and let them know there will be no extension was made by Trustee Mel Mackay and seconded by Trustee John Norton. The motion was approved by unanimous vote, those voting in favor: John Norton, Mel Mackay, and Ami Neff.

6. **UPDATE ON 4500 SOUTH CONSTRUCTION**

Manager Eppich wanted to update the Board on the construction on 4500 South. UDOT will be doing milling, overlay, curb, gutter and sidewalks. The contractor performing the work is Arrow Landscape Construction. They have worked in the District before and they did very poor work. We have been watching their work and they have been doing a good job this time. We will continue to monitor the entire process to make sure there are no problems.

C. **GFOA CONFERENCE UPDATE**

The conference is scheduled for April 19 – 21, 2017 in St. George, Utah. Manager Eppich and Controller Rohwer will attend this conference.

D. **WEAU CONFERENCE UPDATE**

The WEAU Conference is scheduled for April 19 – 21, 2017 in St. George, Utah. The pre-conference will be held on April 18, 2017 Manager Eppich, Trustees Mackay and Norton will attend. Those scheduled to attend the conference are: Trustees Mackay and Norton, Manager Eppich, Engineer Dean Ayala and Lines Superintendent Ray Dotson.

E. **WEFTEC 2017 CONFERENCE UPDATE**

Hotel reservations have been made for Manager Eppich and Engineer Ayala. As more information becomes available on the conference agenda it will be decided if they will attend the conference or not.

10. INFORMATION ITEMS (NO ACTION REQUIRED)

A. DISTRICT ACTIVITY REPORTS

- **CALL VOLUME:** The call volume for March, showed the number of calls and the duration with March 6th having the most incoming calls at 312.
- **CAPACITY FEES:** There were 12 capacity fees received in March.
- **LINES CLEANED:** The lines cleaning chart shows that 191,867 feet of lines were cleaned in March.
- **ENGINEERING:** Our engineering report for March shows the number of inspections, 55, Blue Stakes calls 775, nose-ons 4, and sewer availability letters requested was 2.
- **LINES TVd:** The next chart showed that 57,533 feet of lines were TVd for the month of March.
- **PAYMENT VOLUME:** The next chart showed the payment volume of 8,094 transactions with payment volume in dollars of \$411,505 for the month of March.
- **WEBSITE ANALYSIS:** Next was a chart showing analytics of our website for March.

B. CENTRAL VALLEY FLOW & LOAD REPORT

Copies of the Central Valley Flow & Load Reports for February were provided for Board review. Manager Eppich stated that flows reached as high as 17.5 MGD which was due to the large amount of rain we've received.

C. UTAH PUBLIC TREASURER'S POOL YIELD

The Utah Public Treasurer's Pool Yield for March 2017 was at 1.20%.

With no further business to come before the Board, motion to adjourn was made by Trustee John Norton and seconded by Trustee Mel Mackay. The motion was approved by unanimous vote, those voting in favor: John Norton, Mel Mackay, and Ami Neff.

The meeting was adjourned at 11:24 a.m.

Ami Neff, Board Chair