

**BOARD MEETING  
MARCH 21, 2018  
9:00 A.M.  
MT. OLYMPUS IMPROVEMENT DISTRICT  
3932 SOUTH 500 EAST**

**SUMMARY**

- 1. WELCOME AND INTRODUCTIONS**
- 2. PUBLIC COMMENTS**
- 3. MINUTES OF BOARD MEETING – FEBRUARY 14, 2018**
- 4. FINANCIAL INFORMATION**
  - A. REVIEW MT. OLYMPUS PAYABLES AND DISBURSEMENTS**
  - B. REVIEW CENTRAL VALLEY PAYABLE**
  - C. REVIEW FINANCIAL REPORT**
- 5. CENTRAL VALLEY REPORT – JOHN NORTON**
- 6. LEGISLATIVE UPDATE**
- 7. DISCUSSION AND APPROVAL OF RESOLUTION ON MUNICIPAL WASTEWATER PLANNING PROGRAM SELF ASSESSMENT REPORT FOR 2017**
- 8. MANAGER’S REPORT**
  - A. PERSONNEL REVIEW**
    - 1. POSSIBLE CLOSED SESSION TO DISCUSS THE CHARACTER, PROFESSIONAL COMPETENCE, OR PHYSICAL OR MENTAL HEALTH OF AN INDIVIDUAL**
    - 2. DISCUSSION OF EMPLOYEE STAFFING**
  - B. OPERATIONS REPORT**
    - 1. UPDATE ON DAILY’S PREMIUM MEATS**
    - 2. DISCUSSION AND APPROVAL OF LINING PROJECT BIDS**
  - C. WEF UTILITY MANAGEMENT CONFERENCE REPORT**
  - D. WEAU CONFERENCE UPDATE**
  - E. UGFOA CONFERENCE UPDATE**
  - F. WEFTEC 2018 CONFERENCE UPDATE**
- 9. INFORMATION ITEMS (NO ACTION REQUIRED)**
  - A. DISTRICT ACTIVITY REPORTS**
  - B. CENTRAL VALLEY FLOW & LOAD REPORT**
  - C. 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:** BOARD CHAIR, AMI NEFF

**1. WELCOME AND INTRODUCTIONS**

Welcome and introductions were done. No one from the public was in attendance.

**2. PUBLIC COMMENTS**

There were no public comments.

**3. MINUTES OF BOARD MEETING – FEBRUARY 14, 2018**

Motion to approve the February 14, 2018 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.

**4. FINANCIAL INFORMATION**

**A. REVIEW MT. OLYMPUS PAYABLES AND DISBURSEMENTS**

After review and discussion, motion to approve the Mt. Olympus Payables and Disbursements 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.

**B. REVIEW CENTRAL VALLEY PAYABLE**

Manager Eppich explained the second invoice received by Central Valley was to help with their cash flow needs as was discussed at the previous board meeting.

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.

**C. REVIEW FINANCIAL REPORT**

After review and discussion the Financial Report was accepted for filing by Board Members. Controller Rohwer then discussed in detail the provided charts and graphs.

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

The following topics were discussed at the last Central Valley Board meeting:

- ***Study Session*** – Tom Holstrom reviewed each section of the Board Member’s Handbook. The study session discussed some history and budget issues of Central Valley. The information helped the new Board Member’s. It also keeps the current board member’s up-to-date on current issues.
- ***Change Order*** – Phil Heck discussed the change order for the Murray/Holladay slip-lining project that was approved at the last board meeting. There will be another change order for the Murray/Cottonwood interceptor line repair to be presented at the next board meeting.

5. **CENTRAL VALLEY REPORT – JOHN NORTON (CONTINUED)**

- ***Pilot Test Results*** – Henryk Melcer from Brown and Caldwell discussed the results of the pilot plant and design tests. He gave a presentation showing each process. They are anticipating the completion of the design for the full-blown biological nutrient removal process to be sometime in the fall 2019. Contracts for the construction will be awarded sometime in the spring of 2020.
- ***Engine Generator Project*** – They are finalizing the electrical and controls design. They have been welding along the digester complex for the new gas pipe to the engine house.
- ***House Bill 365/Substitute – Department of Environmental Quality Amendments*** – this bill; 1) provides for review of certain Water Quality Board rules or standards; 2) modifies the duties of the Administrative Rules Review Committee; and 3) makes technical amendments.

6. **LEGISLATIVE UPDATE**

Manager Eppich discussed some of the Bills we are currently following:

- ***House Bill 16/Candidate Replacement Amendments*** – this bill; 1) provides for the certification of a replacement candidate to fill a vacancy in the candidacy for certain local offices; 2) removes a provision prohibiting a municipal candidate from withdrawing from an election less than 23 days before an election; and 3) makes technical and conforming changes.
- ***House Bill 21/Substitute- Changes to Property Tax*** – this bill: 1) modifies the calculation of the certified property tax rate by adjusting eligible new growth to account for collection rates over the previous five years; 2) amends the time period in which a taxpayer or a county may apply to the State Tax Commission to appeal the valuation of property assessed by the commission; 3) requires the commission to disclose, upon request, certain information regarding appeals to a nonprofit organization that represents counties; 4) prohibits the nonprofit organization from sharing the appeal information with exceptions; and 5) makes technical and conforming changes.
- ***House Bill 72/Substitute – Communications of Governmental Entity Employees and Officers*** – this bill provides that an email, otherwise excluded from the definition of “record,” is a “record” if it meets certain criteria.
- ***House Bill 113/Candidate Filing Amendments*** – this bill; 1) allows an individual, under certain conditions, to file a declaration of candidacy via a designated agent for a state, federal, or local office.
- ***House Bill 133/Substitute – Employment Amendments*** – this bill; 1) defines terms; 2) expands nepotism provisions of Title 52, Chapter 3, Prohibiting Employment of Relatives, to include a household member; and 3) makes technical and conforming changes.

6. **LEGISLATIVE UPDATE (CONTINUED)**

- ***House Bill 168/Substitute – Political Subdivision Lien Authority*** – this bill; 1) defines terms; 2) clarifies certain existing grants of political subdivision lien authority to ensure that each grant provides and identifiable effective date, notice mechanism, and enforcement mechanism; 3) imposes limits on political subdivision liens; 4) provides that certain political subdivision liens are invalid against a subsequent bona fide purchaser if the lien is not recorded or it certain notice is nor provided before the purchase; 5) prohibits a county treasurer from including an item on the property tax notice unless the item’s inclusion is expressly authorized in statute; 6) amends the items that a county treasurer is required to include on a property tax notice; 7) addresses the priority status of a political subdivision lien listed on the property tax notice; 8) allows a tax sale for delinquencies of any item that is statutorily authorized to be included on the property tax notice; 9) amends Title 59, Chapter 2, Part 13, Collection of Taxes, to address items listed on the property tax notice.
- ***House Bill 216/Substitute – Jordan River Recreation Area*** – this bill; 1) defines terms; and 2) authorizes the Division of Forestry, Fire, and State Lands. In consultation with the Jordan River Commission and other entities, to expend money as appropriations allow on projects around the Jordan River under certain conditions.
- ***House Bill 250/Building Permit and Impact Fees Amendments*** – this bill; 1) allows a claimant to challenge whether a local political subdivision spent or encumbered an impact fee in accordance with law; 2) establishes a time by which a claimant may challenge whether a local political subdivision spent or encumbered an impact fee in accordance with law; 3) transmits a portion of the surcharge on building permits to the Office of the Property Rights Ombudsman to provide certain land use education and training.
- ***House Bill 365/Substitute – Department of Environmental Quality Amendments*** – this bill; 1) provides for review of certain Water Quality Board rules or standards; 2) modifies the duties of the Administrative Rules Review Committee; and 3) makes technical amendments. This bill failed to pass.
- ***Senate Bill 28/Substitute – Local Government and Limited Purpose Entity Registry*** – this bill; 1) defines terms; 2) requires local government entities and limited purposes entities to register with the lieutenant governor; 3) requires the lieutenant governor to: a) create a registry of local government entities and limited purpose entities; b) establish registration and renewal fees to create, administer, and maintain the registry; and c) send certain notices regarding compliance with registry requirements; 4) allows the state auditor to: a) withhold certain state funds and property tax disbursements if an entity does not comply with registry requirements; 5) increases the state auditor’s enforcement authority; and 6) makes technical and conforming changes.
- ***Senate Bill 29/County Listing of Local Government and Limited Purpose Entities*** – this bill; 1) defines terms; and 2) requires each county to publish certain information on the county’s website regarding each local government entity and limited purpose entity within the county.

**6. LEGISLATIVE UPDATE (CONTINUED)**

- ***Senate Bill 70/Substitute – Human Resource Requirements*** – this bill; 1) defines terms; 2) requires charter schools and local districts to: a) establish human resource management policies; and b) ensure that at least one of the school’s or district’s employees or another person is assigned human resource management duties and receives human resource management training; 3) modifies a provision requiring the executive director of the Department of Human Resource Management to provide certain entities with human resource management advice and training recommendations.
- ***Senate Bill 80/Exempt and Apportioned License Plate Amendments*** – this bill; 1) removes the requirement for a vehicle with an “EX” or “UHP” license plate to annually renew registration; 2) allows certain exempt plates to remain valid as long as the vehicle is registered and in service by the owning entity; 3) amends provisions requiring certain decals for exempt and apportioned license plates.
- ***Senate Bill 124/Substitute – Budget Deadline Amendments*** – this bill; 1) amends the deadline by which a taxing entity is required to adopt certain budgets.
- ***Senate Bill 137/Substitute – Amendments Relating to Government Records*** – this bill; 1) modifies provisions relating to the protected status of records of closed meetings; 2) modifies provisions relating to the posting of documents to the Utah Public Notice Website; 3) modifies a provision relating to appeals of records requests; and 4) makes related technical and conforming changes.
- ***Senate Bill 189/Substitute – Small Wireless Facilities Deployment Act*** – this bill; 1) defines terms; 2) permits a wireless provider to deploy a small wireless facility and any associated utility pole within a right-of-way under certain conditions; 3) permits an authority to establish a permitting process for the deployment of a small wireless facility and any associated utility pole under certain conditions; 4) describes a wireless provider’s access to an authority pole within a right-of-way; 5) sets rates and fees for the placement of: a) a wireless facility; and b) a utility pole; 6) describes the implementation of requirements in relation to agreements and ordinances; and 7) permits an authority to adopt indemnification, insurance, or bonding requirements for a small wireless facility permit, under certain conditions.

**7. DISCUSSION AND APPROVAL OF RESOLUTION ON THE MUNICIPAL WASTEWATER PLANNING PROGRAM SELF ASSESSMENT REPORT FOR 2017**

The Board was provided a copy of the Municipal Wastewater Planning Program Self Assessment Report for 2017 for their review.

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

7. **DISCUSSION AND APPROVAL OF RESOLUTION ON THE MUNICIPAL WASTEWATER PLANNING PROGRAM SELF ASSESSMENT REPORT FOR 2017 (CONTINUED)**

**RESOLUTION #18-032118-01**

**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*

Reviewed and accepted the attached Municipal Wastewater Planning Program Report for 2017.

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.

8. **MANAGER'S REPORT**

A. **PERSONNEL REVIEW**

The following employees will reach their anniversary date in April:

Mike Cox' anniversary is April 6<sup>th</sup>. He will have been with the District for 19 years.

Vincent Willis' anniversary is on April 30<sup>th</sup>. He will have been with the District for 5 years.

Kevin Thomas' anniversary is on April 30<sup>th</sup>. He will have been with the District for 5 years.

Troy Brereton anniversary is on April 30<sup>th</sup>. He will have been with the District for 1 year.

They are all doing a good job.

1. **POSSIBLE CLOSED SESSION TO DISCUSS THE CHARACTER, PROFESSIONAL COMPETENCE, OR PHYSICAL OR MENTAL HEALTH OF AN INDIVIDUAL**

Motion to move into a closed session to discuss the character, professional competence, or physical or mental health of an individual 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.

Motion to adjourn the closed session and go back into the regular session 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.

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

**A. PERSONNEL REVIEW (CONTINUED)**

**2. DISCUSSION OF EMPLOYEE STAFFING**

Manager Eppich stated that we would like to hire two new employees which will bring us back up to where we would like to be, however, we are considering hiring a third person. The problem with hiring a third person is the difficulty in training three new individuals at one time.

**B. OPERATIONS REPORT**

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

Manager Eppich discussed with the Board the letter we received from Daily's Premium Meats regarding their discharge fee payment. They included a check for \$40,575.00 for their additional monthly discharge fees. Manager Eppich stated they are trying to get the wastewater flow and load down and it seems to be working. This will be an ongoing issue that we will monitor closely.

**2. DISCUSSION AND APPROVAL OF LINING PROJECT BIDS**

We received three (3) bids for the lining project: PEC, Insituform, and Layne Inliner. This year we did a 3-Year bid for the term of 2018-2020.

After review and discussion, motion to accept PEC's bid to perform the District's 3-Year 2018-2020 Lining Project 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.

**C. WEF UTILITY MANAGEMENT CONFERENCE UPDATE**

Manager Eppich and Controller Rohwer attended the WEF Management Conference in San Antonio, Texas. Both said it was a good conference.

**D. WEAU CONFERENCE**

The WEAU conference will be held April 17 - 20, 2018 in St. George. Hotel reservations have been made. Conference registrations will be made next week. Those attending the conference are: Manager Eppich, Ray Dotson, Dean Ayala, and Trustees Mel Mackay and Ami Neff. Kerry, Mel, and Ray will attend the Preconference Workshop.

**E. UGFOA CONFERENCE UPDATE**

Manager Eppich and Controller Rohwer are scheduled to attend the conference in St. George, Utah on April 17 – 20, 2018. All arrangements have been made.

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

**F. WEFTEC 2018 CONFERENCE UPDATE**

The WEFTEC Conference will be held September 29 - October 3, 2018 in New Orleans, LA. Conference registrations and hotel reservations will be available sometime in early April. Those considering attending the conference are: Manager Eppich, Dean Ayala, Trustee John Norton and possibly Trustee Ami Neff.

**9. INFORMATION ITEMS (NO ACTION REQUIRED)**

**A. DISTRICT ACTIVITY REPORTS**

Copies of the District's activity reports were provided for Board review. Trustee John Norton noticed that TVing was up slightly but cleaning was down a little.

**B. CENTRAL VALLEY FLOW & LOAD REPORT**

A copy of the current Central Valley Flow & Load Report was provided for Board review. Flows are at approximately 11.53 MGD.

**C. UTAH PUBLIC TREASURER'S POOL YIELD**

The Utah Public Treasurer's Pool Yield for February 2018 was up slightly to 1.84%.

Manager Eppich stated that the two new PTIF accounts have been set up and the monies have been transferred.

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 10:59 a.m.

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*Ami Neff, Board Chair*