BOARD MEETING
APRIL 21, 2021
9:00 A.M.
MT. OLYMPUS IMPROVEMENT DISTRICT
3932 SOUTH 500 EAST

SUMMARY

1. **WELCOME AND INTRODUCTIONS**
2. **MINUTES OF BOARD MEETING – MARCH 17, 2021 AND MINUTES OF BOARD WORK MEETING MARCH 23, 2021**
3. **FINANCIAL INFORMATION**
   - **A. REVIEW MT. OLYMPUS PAYABLES AND DISBURSEMENTS**
   - **B. REVIEW CENTRAL VALLEY INVOICE**
   - **C. REVIEW FINANCIAL REPORT**
   - **D. REVIEW AUDIT PROGRESS**
4. **CENTRAL VALLEY REPORT – GILES DEMKE**
   - **A. ENTITY MANAGERS MEETING REPORT**
5. **UPDATE ON ELECTION**
   - **A. RESOLUTION TO APPROVE THE INTERLOCAL AGREEMENT WITH SALT LAKE COUNTY TO CONDUCT THE DISTRICT'S 2021 TRUSTEE ELECTION**
6. **RESOLUTION TO APPROVE THE INTERLOCAL AGREEMENT WITH MILLCREEK CITY FOR THE WOODLAND AVENUE CRA**
7. **DISCUSSION AND APPROVAL OF ADMINISTRATIVE POLICY AND PROCEDURES MANUAL**
8. **MANAGER'S REPORT**
   - **A. PERSONNEL REVIEW**
   - **B. OPERATIONS REPORT**
     - **1. DISCUSSION OF FLOOD OUT**
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, CHAIRMAN OF THE BOARD**
GILES DEMKE, TRUSTEE
C. KIM BLAIR, TRUSTEE
KERRY EPPICH, GENERAL MANAGER
STEPHEN ROHWER, DISTRICT CONTROLLER
TAMMY GONZALES, EXECUTIVE SECRETARY/DISTRICT CLERK

GUESTS: **WALLACE FELSTED, DISTRICT COUNSEL**

PRESIDING: **CHAIR, AMI NEFF**

1. WELCOME AND INTRODUCTIONS

Welcome and introductions were done. There were no members of the public in attendance.

2. MINUTES OF BOARD MEETING – MARCH 17, 2021 AND MINUTES OF BOARD WORK MEETING MARCH 23, 2021

Motion to approve the March 17, 2021 Board Meeting minutes with one spelling correction and the Board Work Meeting Minutes of March 23, 2021, as written, was made by Trustee Giles Demke and seconded by Trustee C. Kim Blair. The motion was approved by unanimous vote, those voting in favor: C. Kim Blair, Giles Demke, and Ami Neff.

3. 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 Giles Demke and seconded by Trustee C. Kim Blair. The motion was approved by unanimous vote, those voting in favor: C. Kim Blair, Giles Demke, and Ami Neff.

B. REVIEW CENTRAL VALLEY INVOICE

After review and discussion, motion to approve the Central Valley Payable was made by Trustee Giles Demke and seconded by Trustee C. Kim Blair. The motion was approved by unanimous vote, those voting in favor: C. Kim Blair, Giles Demke, and Ami Neff.

C. REVIEW FINANCIAL REPORT

After review and discussion the Financial Report was accepted for filing by Board Members.

4. CENTRAL VALLEY REPORT – GILES DEMKE

Trustee Demke reported on the March 2021 Central Valley Board Meeting. Topics of discussion were:

- ***General Manager Comments*** –
  - ***Project Percent Complete Summary*** – A summary of construction project percent complete was included in the Engineering Report portion of the Board book. This report will be updated monthly.
  - ***Entities Calculated Monthly Bill*** – Phil reviewed how the flow and BOD/TSS contributes to the monthly bill calculation. The flow equates to 23.5 percent, BOD is 33.5 percent and TSS is 42.9 percent.
  - ***Plant Tour*** – A tour for the Board members showing the plant construction projects is planned for after next month's board meeting.
- ***Permits*** – Phil Heck stated they have six permits that they operate under: 1) UPDES permit which has pretreatment, influent numbers, bio-solids, and stormwater, 2) air quality permit for which they are at a title five for stack emissions, 3) underground storage permit (UST) which has been closed-out because they have abandoned all of their underground storage tanks.

4. CENTRAL VALLEY REPORT – GILES DEMKE (CONTINUED)

- ***Permits (Continued)*** – 4) solids and hazardous waste permit because they accept solids for their composting, 5) a permit from DOE for radiation control, and 6) a water resources permit because they have a well on their Fairfield property.
- ***Capital Projects –*** A Powerpoint presentation was given showing the progress and status on each project. Trustee Demke then went into detail on each project.
  - Engine Generator Replacement Project
  - Blower Building Project
  - 3W Pump Station Project
  - Digesters 3 & 4 Cover Replacement
  - Headworks Project
  - Sludge Silo Repairs
  - BNR Basins Project
  - ***Residual Radioactive Materials (RRM)*** – Brandon Heidelberger gave an update on the RRM. There are three categories for the materials: 1) first level is the cleanest and can be used as fill material onsite, 2) second level requires these materials to be buried onsite at least 15 centimeters deep, and 3) third level requires materials to be hauled to a landfill that accepts radioactive material. Confirmation lab testing has been completed and has tested at the lowest category level. To be environmentally safe, the materials will be kept onsite and their placement will be noted on the as-built drawings.
  - ***Side Stream Nitrogen Removal and Sludge Thickening Project*** – The side stream nitrogen removal had its 90 percent complete review and the sludge thickening project is still in design with Brown and Caldwell.
  - ***Cathodic Protection System*** – They have sent this out to bid and a meeting was held in March with five contractors in attendance. Bids are due back March 31, 2021 and a contract recommendation should be done at the April board meeting.
  - ***Load Shed System Procurement –*** They have received two bids back on this project. A recommendation on the contract award will be done at the April board meeting.
  - ***Bio-solids Engineering Evaluation*** – Brown and Caldwell is working on a design for this project.
- ***Lewis Young Robertson & Burningham Contract*** – Central Valley approved an addendum to their contract with Lewis Young Robertson & Burningham. This addendum appoints the firm to be their fiduciary and financial advisor.
- ***Bonding Update*** – Central Valley has closed on a private placement bond with Bank of Utah. There was discussion about the interest rate with Zions being a 10-year or a five-year period. Total bonding is now $207 million.
- ***Permit Process Update –*** Central Valley's UPDES permit expired in December 2020. They have started the renewal process and must have the application submitted by July 1, 2021. The State asked Central Valley for additional data on the Jordan River water quality model to be used for the permit.

  Trustee Neff asked if we have seen any of the new flow meter numbers from Central Valley. Our numbers are staying similar to what they have been. The other entities are staying similar to their new numbers.

4. CENTRAL VALLEY REPORT – GILES DEMKE (CONTINUED)

A. ENTITY MANAGERS MEETING REPORT

Manager Eppich stated that the development of the Golf Course property is moving forward. Groundbreaking of any development probably won't happen until next year.

5. UPDATE ON ELECTION

Every other year we have an election for board member positions. The past few years we have had Salt Lake County run the election for us and we sign an Interlocal Agreement with them for this service. This Agreement is basically the same as the ones we have signed in the past. This year's election has a not to exceed cost of $89,342.

A. RESOLUTION TO APPROVE THE INTERLOCAL AGREEMENT WITH SALT LAKE COUNTY TO CONDUCT THE DISTRICT'S 2021 TRUSTEE ELECTION

After review and discussion Trustee Giles Demke made the motion that the Board adopt the following resolution:

RESOLUTION REGARDING
INTERLOCAL COOPERATION AGREEMENT BETWEEN

MT OLYMPUS IMPROVEMENT DISTRICT
-AND-
SALT LAKE COUNTY, UTAH

FOR THE DISTRICT'S 2021 ELECTIONS

RESOLUTION 19-042121-01

WHEREAS, Salt Lake County, Utah (the "County") performs election services for various governmental entities including local districts in conjunction with its 2021 general election;

WHEREAS, the County has offered to provide election services for Mt Olympus Improvement District (the "District") in connection with the District's 2021 elections for District Trustees (the District's Elections"); and

WHEREAS, the County is desirous of entering into an interlocal cooperation agreement (the "Interlocal Agreement") with Mt Olympus Improvement District (the "District") for the County to provide election services to the District with respect to the District's Elections; and

5. UPDATE ON ELECTION

A. RESOLUTION 19-042121-01 (CONTINUED)

WHEREAS the County and the District are "public agencies" for purposes of the Interlocal Cooperation Act, Title 11, Chapter 13, Utah Code Annotated, as amended (the "Interlocal Act") and are, therefore, authorized by the Interlocal Act 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 including the District's Elections; and

WHEREAS, the proposed Interlocal Agreement (the "Interlocal Agreement") is attached hereto as Exhibit A and incorporated herein by reference.

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF TRUSTEES OF MT OLYMPUS IMPROVEMENT DISTRICT:

(1) that the Interlocal Agreement was approved by the Board of Trustees of the District (the "Board") at its meeting on April 21, 2021;
(2) that the General Manager and Clerk of the District were authorized and directed by the Board to execute and deliver the same;
(3) that District personnel have been and are hereby authorized to take such actions as necessary to effectuate the purposes of this Resolution, and
(4) that this Resolution shall be effective immediately upon adoption.

ADOPTED AND APPROVED by the Board of Trustees of Mt Olympus Improvement District as Resolution No. 19-042121-01 this 21st day of April, 2021.

MT OLYMPUS IMPROVEMENT DISTRICT

By: _____
Its: Chair

ATTEST:

_____
District Clerk

The motion was seconded by Trustee C. Kim Blair and was approved by unanimous vote, those voting in favor:, C. Kim Blair, Giles Demke, and Ami Neff.

6. RESOLUTION TO APPROVE THE INTERLOCAL AGREEMENT WITH MILLCREEK CITY FOR THE WOODLAND AVENUE CRA

After review and discussion Trustee Giles Demke made the motion that the Board adopt the following resolution for the Millcreek CRA that was discussed at the last board meeting:

RESOLUTION REGARDING
MILLCREEK COMMUNITY REINVESTMENT AGENCY
INTERLOCAL COOPERATION AGREEMENT BETWEEN

MT OLYMPUS IMPROVEMENT DISTRICT
-AND-
MILLCREEK COMMUNITY REINVESTMENT AGENCY

FOR THE WOODLAND COMMUNITY REINVESTMENT PROJECT AREA

RESOLUTION 19-042121-02

WHEREAS, the Millcreek Community Reinvestment Agency (the "Agency") was created to transact the business and exercise all the powers provided for in the Limited Purpose Local Government Entities - Community Reinvestment Agency Act, Title 17C, Utah Code Annotated and any subsequent, replacement or amended law or act (the "Act"); and

WHEREAS, the Agency is desirous of entering into an interlocal cooperation agreement with Mt Olympus Improvement District (the "District") for the Woodland Community Reinvestment Project Area (the "Project Area"); and

WHEREAS the Agency and the District are "public agencies" for purposes of the Interlocal Cooperation Act, Title 11, Chapter 13, Utah Code Annotated, as amended (the "Interlocal Act") and are, therefore, authorized by the Interlocal Act 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 including the sharing of tax and other revenues; and

WHEREAS, pursuant to Section 17C-4-101 et seq. of the Act the Agency is authorized to negotiate with a taxing entity for the Agency to receive all or a portion of the taxing entity tax increment for the purpose of providing funds to carry out an adopted community reinvestment project area plan; and

WHEREAS, the District is a taxing entity under the Act and the Agency has negotiated with the District to receive a portion of property tax increment generated within the Project Area, the terms of which are set forth in the Interlocal Agreement which is attached hereto as Exhibit A and incorporated herein by reference (the "Interlocal Agreement").

6. RESOLUTION TO APPROVE THE INTERLOCAL AGREEMENT WITH MILLCREEK CITY FOR THE WOODLAND AVENUE CRA (CONTINUED)

RESOLUTION 19-042121-02 (CONTINUED)

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF TRUSTEES OF MT OLYMPUS IMPROVEMENT DISTRICT:

(1) that the Interlocal Agreement was approved by the Board of Trustees of the District (the "Board") at its meeting on April 21, 2021;
(2) that the Chair and Clerk of the District were authorized and directed by the Board to execute and deliver the same;
(3) that District personnel have been and are hereby authorized to take such actions as necessary to effectuate the purposes of this Resolution, and
(4) that this Resolution shall be effective immediately upon adoption.

ADOPTED AND APPROVED by the Board of Trustees of Mt Olympus Improvement District as Resolution No. 19-042121-02 this 21st day of April, 2021.

MT OLYMPUS IMPROVEMENT DISTRICT

By: _____
Its: Chair

ATTEST:

_____
District Clerk

The motion was seconded by Trustee C. Kim Blair and was approved by unanimous vote, those voting in favor: C. Kim Blair, Giles Demke, and Ami Neff.

7. DISCUSSION AND APPROVAL OF ADMINISTRATIVE POLICY AND PROCEDURES MANUAL

Manager Eppich stated that the manual labeled final in the board packet is the one that we are asking them to approve. It has a couple of slight wording and grammatical changes from the prior version.

After review and discussion, motion to approve the Administrative Policy and Procedures Manual was made by Trustee Giles Demke and seconded by Trustee C. Kim Blair. The motion was approved by unanimous vote, those voting in favor: C. Kim Blair, Giles Demke, and Ami Neff.

8. MANAGER'S REPORT

A. PERSONNEL REVIEW

Manager Eppich reported that the following employee will have their anniversary in May:

Karl Faulkner's anniversary is on May 14. He will have been with the District for 37 years and is doing a good job.

B. OPERATIONS REPORT

1. DISCUSSION OF FLOOD OUT

Manager Eppich stated it really wasn't a backup it was a flood-out. We were trying to TV a line and had to drop water down the line and it flooded a home. This is a process that we do regularly and have not had this issue before. We will look at this policy and determine if any changes need to be made. We have made a note on the line so that we will not drop water there again. The cost to repair was around $16,000 to $17,000 total. We will determine whether or not to submit a claim to insurance.

Also downstream from this property there is another home that claims we flooded them. As we inspected the home there was no water in the furnace room, which is where the water would normally come up. They claim the water came in through the toilet and drenched the ceiling and also the upstairs. We don't believe this is possible.

9. INFORMATION ITEMS (NO ACTION REQUIRED)

A. DISTRICT ACTIVITY REPORTS

Copies of the District's activity reports were provided for Board review.

B. CENTRAL VALLEY FLOW & LOAD REPORT

Copies of the Central Valley Flow & Load Reports for March were provided for Board review.

C. UTAH PUBLIC TREASURER'S POOL YIELD

The Utah Public Treasurer's Pool Yield for March 2021 was at 0.419%.

With no further business to come before the Board, motion to adjourn was made by Trustee Giles Demke and seconded by Trustee C. Kim Blair. The motion was approved by unanimous vote, those voting in favor: C. Kim Blair, Giles Demke, and Ami Neff.

The meeting was adjourned at 10:26 a.m.

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Ami Neff, Board Chair