

**BOARD MEETING
JUNE 17, 2020
9:00 A.M.
MT. OLYMPUS IMPROVEMENT DISTRICT
3932 SOUTH 500 EAST**

SUMMARY

- 1. WELCOME AND INTRODUCTIONS**
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- 4. CENTRAL VALLEY REPORT – GILES DEMKE**
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- 5. DISCUSSION AND POSSIBLE ADDITION OF A JULY BOARD MEETING – JULY 15, 2020**
- 6. CONSIDERATION, APPROVAL AND ADOPTION OF 2020 TAX RATE**
- 7. CONSIDERATION AND APPROVAL OF AMENDING PROPERTY TAX REVENUES AND THE 2020 BUDGET**
- 8. CONFIRMATION OF DATES AND TIMES FOR 2021 BUDGET PROCESS, BUDGET HEARING AND BUDGET APPROVAL**
- 9. DISCUSSION AND APPROVAL OF PROCESS TO FILL A TRUSTEE VACANCY**
- 10. APPOINTMENT OF NEW BOARD CHAIRMAN FOR THE REMAINDER OF 2020 YEAR**
- 11. LEGISLATIVE UPDATE**
- 12. MANAGER’S REPORT**
 - A. PERSONNEL REVIEW**
 - B. OPERATIONS REPORT**
 - 1. UPDATE ON DAILY’S PREMIUM MEATS**
 - 2. UPDATE ON MEDTECH CRA**
 - 3. UPDATE ON HOLLADAY HILLS REDEVELOPMENT**
- 13. INFORMATION ITEMS (NO ACTION REQUIRED)**
 - A. DISTRICT ACTIVITY REPORTS**
 - B. CENTRAL VALLEY FLOW & LOAD REPORT**
 - C. UTAH PUBLIC TREASURER’S POOL YIELD**

PRESENT: **JOHN NORTON, BOARD CHAIR**
 AMI NEFF, TRUSTEE
 GILES DEMKE, TRUSTEE

 KERRY EPPICH, GENERAL MANAGER
 STEPHEN ROHWER, DISTRICT CONTROLLER
 DEAN AYALA, DISTRICT ENGINEER
 TAMMY GONZALES, EXECUTIVE SECRETARY/DISTRICT CLERK

GUESTS: **KIM BLAIR, POSSIBLE TRUSTEE CANDIDATE**

PRESIDING: **CHAIR, JOHN NORTON**

1. **WELCOME AND INTRODUCTIONS**

Welcome and introductions were done. Kim Blair introduced himself and gave the Board some information about himself in regards to the trustee position.

2. **MINUTES OF BOARD MEETING – MAY 13, 2020**

Motion to approve the May 13, 2020 Board Meeting minutes, as written, was made by Trustee Giles Demke and seconded by Trustee Ami Neff. The motion was approved by unanimous vote, those voting in favor: Ami Neff, Giles Demke, and John Norton.

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

B. **REVIEW CENTRAL VALLEY INVOICE**

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

C. **REVIEW FINANCIAL REPORT**

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

4. **CENTRAL VALLEY REPORT**

Trustee Demke reported that the following was discussed at the last Central Valley board meeting – the meeting was held virtually:

- ***General Manager Comments*** –
 - ***Covid-19 Update*** – Central Valley is still at a response level 4 for Covid-19. They are now starting to let their employees travel but are recommending they be very cautious.
 - ***Golf Course*** – The golf course committee met and they will bring the full discussion to the board meeting next week.
 - ***New Board Room Technology*** – The board room now has wireless mobile microphones to allow for social distancing. The June meeting will still be virtual but those Board members who are comfortable are welcome to attend in person.
 - ***Dental Amalgam Program*** – As you may recall the EPA has implemented an amalgam rule that dental offices needs to be in compliance with. The ruling is that if you do amalgam work you have to have an amalgam separator in place. Central Valley sent out letters to about 500 dental offices to see the status as far as installing amalgam separators. They have received about 400 completed surveys of the 500 mailed out. If the dental offices do not respond they could be fined.

4. **CENTRAL VALLEY REPORT (CONTINUED)**

- ***Capital Projects*** – A drone presentation was given on the following projects. Trustee Demke gave a short update on each project:
 - Engine Generator Replacement Project
 - SSL Force Main Project
 - Nutrient Removal Design Project
 - 3W Pump Station Project
 - Headworks Project
 - Digesters 3 & 4 Cover Replacement Project

Brown and Caldwell continue to work on the nutrient removal projects. Geotechnical borings and foundation design for the sidestream, phosphorus, nitrogen and thickening projects are being worked on.

Digester 3 & 4 cover replacement bids were sent out on May 13, 2020 and are due back on June 15, 2020.

- ***BNR Basins Contract*** – The contract was awarded to Gerber Construction Company at a cost of \$123,267,681.
- ***Water Quality Board Loan*** – On May 21, 2020 Central Valley met with the Department of Water Quality to discuss finalizing the bond. The loan closed June 11, 2020.
- ***Groundbreaking Ceremony*** – Central Valley had to reschedule the groundbreaking ceremony due to Covid-19. They would like to schedule this prior to the Board meeting on June 24th with as few people as possible.

A. **ENTITY MANAGERS MEETING REPORT**

Manager Eppich stated that the State would like Central Valley to draw-down more of the loan in 2020 and 2021 and then start repayment of the loan in July 2023 instead of 2024. Central Valley will need to open their budget as a result of the additional spending.

The odor control system is in service but is running manually and they are working on testing the system. The tie in for the SSL force main should be happening this week or next and the project will then be complete.

5. **DISCUSSION AND POSSIBLE ADDITION OF A JULY BOARD MEETING – JULY 15, 2020**

After review and discussion, motion to approve the addition of a July board meeting to be held on July 15, 2020 was made by Trustee Ami Neff and seconded by Trustee Giles Demke. The motion was approved by unanimous vote, those voting in favor: John Norton, Giles Demke, and Ami Neff.

6. **CONSIDERATION, APPROVAL AND ADOPTION OF 2020 TAX RATE**

Controller Rohwer went over the process of how the certified tax rate is calculated which is based on last year's budgeted tax revenue less redemption money divided by the property valuations. They then take into account the District's collection rate to get the final certified tax rate. We are proposing the District set its tax rate to match the certified rate of .000248.

6. **CONSIDERATION, APPROVAL AND ADOPTION OF 2020 TAX RATE (CONTINUED)**

After review and discussion, motion to approve the 2020 Tax Rate of .000248, matching the certified rate, was made by Trustee Giles Demke and seconded by Trustee Ami Neff. The motion was approved by unanimous vote, those voting in favor: Ami Neff, Giles Demke and John Norton.

7. **CONSIDERATION AND APPROVAL OF AMENDING PROPERTY TAX REVENUES AND THE 2020 BUDGET**

Trustee Ami Neff made the motion that the Board adopt the following resolution:

RESOLUTION #18-061720-1

WHEREAS, Since it is the Boards intention to amend the budget to incorporate the amount for sewer maintenance and operation taxes as the result of adopting the certified rate, NOW THEREFORE BE IT RESOLVED by the Board of Trustees of Mt. Olympus Improvement District that a O.M. (Sewer Disposal) tax rate of .000248 which will generate tax revenue of \$2,927,880 be adopted and approved and that the 2020 Budget be amended to reflect the effect of this adoption as follows:

ACCOUNT NUMBER	ITEM	PRIOR AMOUNT	NEW AMOUNT	DIFFERENCE DEBIT/(CREDIT)
3020	Increase in Sewer Fee Revenue	\$11,204,700	\$11,300,000	(\$95,300)
	Increase in Taxes & Fees	3,114,200	3,176,918	(62,718)
3070	Decrease in Interest Income	400,000	340,000	60,000
	Decrease in O & M Budgets			(32,973)
1625	Increase in Capital Budget	57,000	187,991	130,991

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

8. **CONFIRMATION OF DATES AND TIMES FOR 2021 BUDGET PROCESS, BUDGET HEARING AND BUDGET APPROVAL**

A copy of the 2021 Budget schedule was provided for Board review. The 2021 Tentative Budget is set for October 14, 2020 at 9:00 a.m., the 2020 Budget Hearing date is set for November 18, 2020, at 6:00 p.m. and the date for final Budget Approval is set for December 16, 2020 at 9:00 a.m.

After review and discussion, motion to approve the dates and times for the 2021 budget process, hearing and approval was made by Trustee Ami Neff and seconded by Trustee Giles Demke. The motion was approved by unanimous vote, those voting in favor: Ami Neff, Giles Demke, and John Norton.

9. DISCUSSION AND APPROVAL OF PROCESS TO FILL A TRUSTEE VACANCY

There is the need to fill a board vacancy due Trustee John Norton moving out of state. Manager Eppich discussed the process to fill a vacancy with the board. On June 21st and 22nd, 2020 we will place an ad in the newspaper stating that the District is accepting applications to fill a vacancy on the board of trustees. As per statute we will also post the notice in three places throughout the District, on the District's website, and on the Public Notice website. Those interested will need to send in a statement of interest and qualifications to the District. The deadline for submitting a statement will be July 8, 2020 at 12:00 p.m. Each applicant will then be considered and one will be appointed at the July 15, 2020 board meeting.

After review and discussion, motion to approve placing an ad in the newspaper, three places throughout the District, on the District's website, and on the Public Notice website was made by Trustee Giles Demke and seconded by Trustee John Norton. The motion was approved by unanimous vote, those voting in favor: Giles Demke, Ami Neff, and John Norton.

10. APPOINTMENT OF NEW BOARD CHAIRMAN FOR THE REMAINDER OF 2020 YEAR

As a result of Chairman Norton's departure from the District and board a new chairman must be appointed.

After review and discussion, motion to appoint Trustee Ami Neff as Board Chair for the remainder of 2020, was made by Trustee Giles Demke and seconded by Trustee John Norton. The motion was approved by unanimous vote, those voting in favor: Giles Demke, John Norton, and Ami Neff.

11. LEGISLATIVE UPDATE

Manager Eppich stated there was a lot of legislation going on, but that most of it had to do with Covid-19 so not a lot to report on. Trustee Demke made the statement that DWQ has been working with 10 treatment plants for the past couple of months regarding Covid-19 and thought the article would be of interest to everyone.

12. MANAGER'S REPORT

A. PERSONNEL REVIEW

Manager Eppich reported that the following employees will have their anniversary in July:

Steven Muhlfeith's anniversary is on July 14th. He will have been with the District for 23 years.

Trista Etulain's anniversary is on July 7th. She will have been with the District for 9 years.

Dean Ayala's anniversary is on July 7th. He will have been with the District for 5 years.

Troy Brereton anniversary is on July 17th. He will have been with the District for 3 years.

All are doing a good job.

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

B. OPERATIONS REPORT

1. UPDATE ON DAILY'S PREMIUM MEATS

The Board was provided a copy of a letter from Central Valley to Daily's stating that the extension they requested was approved. Daily's must be in compliance with the FOG limit as well as all other provisions of the permit by July 15, 2020. Failure to be in compliance may result in fines and penalties. Manager Eppich stated he will recommend that Dean and Christi from Central Valley meet with Daily's to see where they are as far as their construction projects and if they think they will meet their goals.

2. UPDATE ON MEDTECH CRA

Manager Eppich stated that he sent out an email to Josie with Millcreek City regarding the Medtech CRA because they indicated they wanted to get moving with the project but we have not received the Interlocal Agreement. Josie stated that there's been a change and the hospital has now decided to put the project on hold for at least a year. We will still plan on proceeding with the project when the time comes.

3. UPDATE ON HOLLADAY HILLS REDEVELOPMENT

Engineer Ayala reported that we have been working with them. We took a closer look at the street width and determined that with the on-street parking they want to do. It would be very difficult to maintain the lines with our big trucks. We told them this is their infrastructure and that they will have to maintain it.

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

Included in the board book was a copy of a CIPP Emission Data article provided for Board review. A discussion was then had on the study.

Controller Rohwer discussed how the Covid-19 has affected our customers as far as paying their bills (delinquencies). We found that the trend is actually down.

The Utah Retirement Systems rate for next year has not changed which is a good thing and will not change our budget.

A. DISTRICT ACTIVITY REPORTS

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

B. CENTRAL VALLEY FLOW & LOAD REPORT

A copy of the Central Valley Flow & Load Report was provided for Board review. Flows for April were at approximately 13.5 MGD.

13. INFORMATION ITEMS (NO ACTION REQUIRED) (CONTINUED)

C. UTAH PUBLIC TREASURER'S POOL YIELD

The Utah Public Treasurer's Pool Yield for May 2020 was 1.178%.

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

The meeting adjourned at 10:50 a.m.

Ami Neff, Board Chair

