

**BOARD MEETING
AUGUST 18, 2015
5:00 P.M.
MT. OLYMPUS IMPROVEMENT DISTRICT
3932 SOUTH 500 EAST**

SUMMARY

1. **MINUTES OF BOARD MEETING – JULY 15, 2015**
2. **MT. OLYMPUS PAYABLES**
3. **CENTRAL VALLEY PAYABLE**
4. **FINANCIAL REPORT**
5. **CENTRAL VALLEY REPORT – JOHN NORTON**
6. **UPDATE ON TRUSTEE ELECTION**
7. **UASD LEGISLATION REPORT**
8. **MANAGER’S REPORT**
 - A. **PERSONNEL REVIEW**
 - B. **OPERATIONS REPORT**
 1. **UPDATE ON LINING PROJECT**
 2. **UPDATE ON CAPITAL PROJECTS AND CAPITAL PURCHASES**
 - C. **CERTIFICATION LETTERS**
 - D. **WEFTEC 2015 ARRANGEMENTS**
9. **INFORMATION ITEMS (NO ACTION REQUIRED)**
 - A. **CENTRAL VALLEY FLOW & LOAD REPORT**
 - B. **UTAH PUBLIC TREASURER’S POOL YIELD**
 - C. **WEBSITE ANALYTICS**
10. **6:00 P.M. PUBLIC HEARING - DISCUSS PROPOSED ADMINISTRATIVE FEE**

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

PRESIDING: **CHAIR, MEL MACKAY**

1. MINUTES OF BOARD MEETING – JULY 15, 2015

Motion to approve the July 15, 2015 Board Meeting minutes, as written, was made by Trustee John Norton and seconded by Trustee Ami Neff. The motion was approved by unanimous vote, those voting in favor: John Norton, Ami Neff, and Mel Mackay.

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

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

4. FINANCIAL REPORT

The Financial Report was accepted for filing by Board Members. Manager Eppich discussed a couple of changes to the financial report. There was no net affect to totals just a couple of line items being moved.

5. CENTRAL VALLEY REPORT – JOHN NORTON

Trustee Norton reported that the following was discussed at the last Central Valley board meeting:

- ***Jordan River-Farmington Bay Water Quality Coalition (JRFBWQC)*** – There was a letter sent to the Department of Environmental Quality (DEQ) regarding ammonia limits. The letter petitions the State to not include ammonia limits being discharged into the Jordan River in our upcoming permit renewal until a couple of conditions are met. First the issue of snails and mussels being determined and second, ammonia limits based on dynamic modeling.
- ***UPDES Permit*** – Dr. Theron Miller has been working with Erica Gaddis, who is overseeing our permit. They are considering options for a compliance point for greater dilution of WET testing. It is being suggested that more sampling and accumulation of addition data would demonstrate improvements to biological conditions. Our current permit is expired but we still need to meet the requirements of that permit.
- ***Nutrient Removal Study*** – Brown and Caldwell is completing a model that will meet the required limits for phosphorus and ammonia. Cost estimates are being done for both Capital and Operation costs.
- ***Legislation*** – Legislative and lobbying regarding the permit will cost \$240,000. Central Valley's share will be \$60,000, with half payable this year and half next year. JRFBWQC in not participating in the legislative or lobbying contract.

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

- *Granger-Hunter Project* – The Granger-Hunter siphon repair project is now complete. The total cost came in at \$2,095,105. Central Valley budgeted \$2,219,350. The final invoice came in at \$587,417.
- *Asset Management Study* – Information is being accumulated that will show capital improvement projects showing risk factors and criticality components. The goal being that both the nutrient removal and asset management estimates be into Central Valley by September.

6. **UPDATE ON TRUSTEE ELECTION**

At this time there are no write-in candidates. We received an email from Pam Tueller, Salt Lake County Election Division, reminding us that the deadline for write-in candidates is only 3 weeks away, September 4, 2015. Once that deadline passes and we are able to cancel our election, we will notify the County by letter stating our intention. The County will then mark our election cancelled in their database which will load the cancellation to the statewide electronic voter information website.

7. **UASD LEGISLATION REPORT**

Manager Eppich stated that there are no new updates at time. An interim meeting is going to be held tomorrow. One issue that we have been following is the sewer lateral insurance issue. It was not on the agenda for tomorrows interim legislative meeting. A discussion was then had regarding this.

8. **MANAGER'S REPORT**

A. **PERSONNEL REVIEW**

We have two employees that have anniversary dates in September:

- Tammy Gonzales' anniversary is on September 27th. She has been with the District for 9 years.
- Jeff Eddington's anniversary is on September 28th. He has been with the District for 17 years.

Both are doing a good job.

B. **OPERATIONS REPORT**

1. **UPDATE ON LINING PROJECT**

They will start the lining project at the beginning of October and they have 60 days to complete it. The initial bid came in under the projected amount, so we have requested that they give us a bid to do more work. If they agree to do more work, which we believe they will, everything needs to be completed by the end of November.

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

B. **OPERATIONS REPORT (CONTINUED)**

2. **UPDATE ON CAPITAL PROJECTS AND CAPITAL PURCHASES**

Capital projects and purchases are complete. The parking lot was sealed just slightly under budget. We purchased the TV boat which cost approximately \$10,000. There is a little over \$32,000 left in the capital budget. The restroom construction in the basement has been put on hold due to having to be ADA compliant, which could make the cost of the project increase. We don't anticipate doing any more work at this time.

C. **CERTIFICATION LETTERS**

We will send the certification file to the County on September 4, 2015.

D. **WEFTEC 2015 ARRANGEMENTS**

WEFTEC arrangements have been made. Manager Eppich will go over the details at the next board meeting.

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

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

A copy of the current Central Valley Flow & Load Report was not available.

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

The Utah Public Treasurer's Pool Yield for July 2015 was .57% which is up from last month (.55%).

C. **WEBSITE ANALYTICS**

Controller Rohwer, provided the Board detailed analytics of the District's website. The statistics were then discussed.

10. **6:00 P.M. PUBLIC HEARING - DISCUSS PROPOSED ADMINISTRATIVE FEE**

At 6:09 p.m. motion to move from the regular Board Meeting into the Public Hearing portion of the meeting was made by Trustee John Norton and seconded by Trustee Ami Neff. The motion was approved by unanimous vote, those voting in favor: John Norton, Ami Neff, and Mel Mackay.

There were no members of the public present.

Manager Eppich, discussed the proposed \$25.00 administrative fee for all certified accounts. This is due to Senate Bill 193 which states.

**10. 6:00 P.M. PUBLIC HEARING - DISCUSS PROPOSED ADMINISTRATIVE FEE
(CONTINUED)**

- Senate Bill 193, requires a county treasurer to include certain information on a property tax notice, which notice includes: an assessment levied by a local entity; or a past due fee, administrative cost, or interest charged by a local district; amends provisions authorizing a lien for an assessment; prohibits a local district from compounding interest more frequently than annually; authorizes a local district to charge for administrative costs for collection of a respective past due fee; authorizes a local district to impose or increase a fee only to offset the local district's demonstrable costs; amends provisions authorizing a lien for a local district fee; by amending local district provisions, also amends provisions that govern a special service district; and makes technical and conforming amendments.

The fee is for time and costs spent to certify and collect delinquent accounts and enter the data and payments into the billing system.

It is being recommended that we approve the proposed administrative fee as stated above effective September 4, 2015.

Trustee Ami Neff made the motion to approve the following resolution:

RESOLUTION 17-081815-1

**RESOLUTION ADOPTING PROPOSED
ADMINISTRATIVE FEE**

WHEREAS, Title 17B, Chapter 1 Part 9 Section 902.1 of the Utah Code allows Mt. Olympus Improvement District (the "District") to charge for administrative costs for collection of past due fees; and;

WHEREAS, the Trustees of the District have held a Public Hearing regarding the proposed administrative fee.

NOW THEREFORE be it resolved by the Board of Trustees of the District as follows:

1. The District will assess a \$25.00 administrative fee for any past due account that is certified to the County for collection.
2. This Resolution shall take effect upon approval by the Board.

**10. 6:00 P.M. PUBLIC HEARING - DISCUSS PROPOSED ADMINISTRATIVE FEE
(CONTINUED)**

RESOLUTION 17-081815-1 (CONTINUED)

ADOPTED AND APPROVED by the Board of Trustees of Mt. Olympus Improvement District as Resolution No. 17-081815-1 on August 18, 2015.

Melvin G. Mackey

John E. Norton

Ami Neff

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

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

The meeting adjourned at 6:20 p.m.

Mel Mackay, Board Chair