



SNYDERVILLE BASIN

WATER RECLAMATION DISTRICT

2800 HOMESTEAD RD, PARK CITY, UT 84098

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BOARD OF TRUSTEES MEETING MINUTES

AGENDA

February 24, 2025

** District Office**

5:00 p.m.

** The meeting is open to the public and will also be conducted electronically using Microsoft Teams**

** For information on how to connect to the meeting, please call 435.649.7993 or email Dan Olson @ dolson@sbwr.org by 4:30 p.m. on Monday, February 24, 2025**

I. CALL TO ORDER

The February 24, 2025, Board of Trustees meeting was called to order by Chair Jan Wilking at 5:01 p.m. Other Board members in attendance were Robert Richer, Richard Pick, Mary Ann Pack, and Ryan Dickey arriving at 5:03 p.m. Staff in attendance were Mike Luers, Kevin Berkley, Dan Olson, Bryan Steele, Cory Shorkey, and Kim Dudley. Also, in attendance were Jeremy Cook, Cohne and Kinghorn and Craig Ashcroft, Carollo Engineers.

II. CONSENT AGENDA

- A. Approval of Board Meeting Minutes for January 27, 2025
- B. Escrow Fund Reduction Approval

Mr. Richer made the motion to approve the Consent Agenda, Ms. Pack seconded, and the motion carried with Mr. Pick, Mr. Richer, Ms. Pack, and Mr. Wilking voting in the affirmative.

III. PUBLIC INPUT – There was no public input.

IV. APPROVAL OF EXPENDITURES – Bills in the Amount of \$951,543.16 – Mr. Luers stated that there is an expenditure for approximately \$100,000 to Park City Municipal Corporation for the franchise fees.

Mr. Richer asked about the Wheeler Recreation expenditure for a 2025 Can Am. Mr. Luers responded that it is for a 4x4.

Ms. Pack made the motion to approve the Expenditures, Mr. Pick seconded, and the motion carried with Mr. Richer, Mr. Pick, Ms. Pack, and Mr. Wilking voting in the affirmative.

V. SUBDIVISION PROJECTS

- A. Park City Community Center - 1.3 REs

Mr. Shorkey stated the applicant has filed a Line Extension Agreement to reroute the existing 12" wastewater main lines around an expanded community center footprint at City Park. The lines will be re-routed in an efficient manner to avoid added strain to the existing system. The existing ~4,000 SF Community Center will be replaced with the proposed ~15,000 SF Community Center.

Mr. Richer made the motion to approve the Subdivision Projects – Park City Community Center - 1.3 REs, Ms. Pack seconded, and the motion carried with Mr. Pick, Mr. Richer, Mr. Dickey, Ms. Pack,

and Mr. Wilking voting in the affirmative.

B. Maple Circle – Summit Park - 5.33 REs

Mr. Shorkey said the applicant has filed a Line Extension Agreement to extend wastewater main lines into a platted county Right-of-Way to serve three existing platted lots. The proposed project will be served exclusively by a short gravity system, which will connect to a previously installed gravity main line.

Ms. Pack made the motion to approve the Subdivision Projects – Maple Circle – Summit Park - 5.33 REs, Mr. Dickey seconded, and the motion carried with Mr. Pick, Mr. Richer, Mr. Dickey, Ms. Pack, and Mr. Wilking voting in the affirmative.

Estimated LEA REs Year to Date: # Above Splitter 0; # ECWRF 0; # SCWRF 0; Total 0
Proposed this Meeting: # Above Splitter 1.3; # ECWRF 5.33; # SCWRF 0; Total 6.63

VI. DISTRICT MANAGER

A. Action Items

1. Renew Air-Med Lease Agreement – The Lease Agreement with Air-Med is up for Renewal. Back in 2009, we signed a lease agreement with Air-Med to use an existing concrete pad for a landing zone, and have a place for their barracks. We have executed addendums every 5 years and it's up for renewal on March 25, 2025. We are asking the Board to approve an additional 5 years with no changes. This provides a benefit to the community to have a medical helicopter nearby.

Mr. Pick made the motion to approve the renewal of the Air-Med Lease Agreement, Mr. Dickey seconded, and the motion carried with Mr. Richer, Ms. Pack, Mr. Pick, Mr. Dickey, and Mr. Wilking voting in the affirmative.

2. 2025 MWPP Survey – Mr. Olson told the Board that this is a report that we fill out for the state every year. It's designed to encourage entities to do planning on asset management. He said that Mr. Luers has done a great job with our asset management planning. Mr. Luers said they require board action to approve the survey.

Mr. Richer made the motion to approve the 2025 MWPP Survey, Mr. Dickey seconded, and the motion carried with Mr. Pick, Mr. Richer, Ms. Pack, Mr. Dickey, and Mr. Wilking voting in the affirmative.

B. Information Items

1. Financial Statement
2. Impact Fee Report – The first monthly Impact Fees came in on schedule at 25 RE's.
3. 2025 Adopted Budget / 2024 Performance Report – Attached is the 2025 Adopted Budget / 2024 Performance Report for reference purposes. If you have any questions, give us a call anytime.
4. We have a 4th information item regarding the state legislators passing a new law requiring all governmental agencies to have their emails .gov and not .org. We have submitted a new domain name with the federal government, and we are waiting for approval. Once that happens all our emails will be changed.

Mr. Richers asked if this is a security issue. Mr. Luers responded that in their write-up they want people to know when they click .gov they know it is a governmental entity.

Mr. Richer brought up publishing our agenda in the Park Record. He said there was a time that all other entities published their agenda in the Park Record and now the city takes out a small ad, but all the other entities do not publish their agenda in the Park Record anymore. Mr. Luers stated that we are not required to publish our agenda in the Park Record.

Mr. Richer made the motion to go into Closed Session @ 5:24 p.m., Ms. Pack seconded, and the motion carried with Mr. Pick, Mr. Richer, Ms. Pack, Mr. Dickey, and Mr. Wilking voting in the affirmative.

VII. CLOSED SESSION – Discuss the character, professional competence or physical or mental health of an individual

Mr. Richer made the motion to go into Open Session @ 5:46 p.m., Ms. Pack seconded, and the motion carried with Mr. Pick, Mr. Richer, Mr. Dickey, Ms. Pack, and Mr. Wilking voting in the affirmative.

VIII. FUTURE AGENDA ITEMS

- A. Projects
- B. Operations
- C. Finance
- D. Governmental Matters

IX. ADJOURN

Mr. Pick made the motion to Adjourn at 5:47 p.m., Mr. Richer seconded, and the motion carried with Mr. Dickey, Mr. Richer, Mr. Pick, Ms. Pack, and Mr. Wilking voting in the affirmative.



Mary Ann Pack, Vice Chairman

Kim Dudley, Administrative Specialist / Clerk