



SNYDERVILLE BASIN

WATER RECLAMATION DISTRICT

2800 HOMESTEAD RD, PARK CITY, UT 84098

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BOARD OF TRUSTEES MEETING MINUTES

August 18, 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, August 18, 2025**

I. CALL TO ORDER

The August 18, 2025, Board of Trustees meeting was called to order by Vice Chair Mary Ann Pack at 5:00 p.m. Other Board members in attendance were Jan Wilking, Robert Richer, and Richard Pick. Ryan Dickey was excused. Staff in attendance were Mike Luers, Dan Olson, Kevin Berkley, Bryan Steele, Marlo Davis, and Kim Dudley. Also, in attendance were Jeremy Cook, Cohne/Kinghorn, and Erin Andersen, Carollo Engineers,

II. CONSENT AGENDA – Approval of Board Meeting Minutes for July 21, 2025

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

III. PUBLIC INPUT – There was no public input.

IV. APPROVAL OF EXPENDITURES – Bills in the Amount of \$2,087,257.95 – Mr. Luers said the expenditures were in the amount of \$2,087,257.95. There is about \$200,000 to BH Inc. which is for a project in American Flag where we are putting in an access road. Mr. Pick asked if that was an access road for our use only. Mr. Berkley replied yes. Mr. Richer asked if it consisted of grading. Mr. Luers responded that it's grading and base, no asphalt. Mr. Berkley stated that we will be covering up the base with topsoil.

There is approximately \$625,000 for the bio-solid presses and \$50,000 for a truck.

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

V. SUBDIVISION PROJECTS

Estimated LEA REs Year to Date: # Above Splitter 1.3; # ECWRF 23.33; # SCWRF 43; Total 67.33

Proposed this Meeting: # Above Splitter 0; # ECWRF 0; # SCWRF 0; Total 0

VI. DISTRICT MANAGER

A. Action Items

1. Consider Approval of Resolution #153 – Consolidated Fee Schedule – Mr. Steele discussed Resolution #153 with the Board. He stated that we need to pass a resolution on the Impact Fee increase that was passed at the May 19th, 2025, meeting. Anytime we have a rate change we put together a Consolidated Fee Schedule showing the updated fees.

Mr. Steele asked the Board to consider approving Resolution #153.

Mr. Wilking made the motion to approve Resolution #153 – Consolidated Fee Schedule, Mr. Pick seconded, and the motion carried with Mr. Richer, Mr. Wilking, Mr. Pick, and Ms. Pack voting in the affirmative.

2. Consider Approval of Delinquent User Accounts to the Summit County Treasurer – Mr. Steele stated that we have a list of delinquent accounts for certification to the Summit County Treasurer. The number of accounts and total amounts due for 2025 are as follows, with prior-year comparisons:

<u>Year</u>	<u>No. of Accounts</u>	<u>Total Amount</u>	<u>Median Amount</u>
2025	168	\$ 67,573.80	\$308
2024	136	\$ 64,289.06	\$422
2023	136	\$ 55,398.08	\$342
2022	178	\$ 77,320.96	\$226
2021	149	\$ 54,136.41	\$247
2020	177	\$ 66,796.51	\$218
2019	162	\$ 61,887.65	\$318
2018	266	\$ 150,250.59	\$217
2017	266	\$ 105,516.64	\$311

The exact number of accounts and total delinquent amount is subject to change up until final Board approval. Customers who make payments after Board approval, but before County Treasurer final lien attachment, will be dropped from this list. Staff makes every effort with customers to reduce the number of delinquent accounts and related balances.

Mr. Pick asked how the process works. Mr. Steele responded that every quarter we send out a notice to the accounts that are past due saying that if it's not paid, we will put a lien on the property. If the account is not paid by June 30th we send the accounts to the Summit County Treasurer putting the amount due on their property tax bill.

Staff recommends authorization of delinquent accounts to be certified to the Summit County Treasurer.

Mr. Pick made the motion to approve the Delinquent User Accounts to the Summit County Treasurer, Mr. Richer seconded, and the motion carried with Mr. Wilking, Mr. Richer, Mr. Pick, and Ms. Pack voting in the affirmative.

B. Information Items

1. Financial Statement
2. Impact Fee Report – Mr. Luers said that we have 26 RE's for the month and we are sitting at 58%.

VII. CLOSED SESSION – Discuss pending or reasonably imminent litigation (added to agenda)

Mr. Richer made the motion to Adjourn to Closed Session at 5:10 p.m., Mr. Pick seconded, and the motion carried with Mr. Wilking, Mr. Richer, Mr. Pick, and Ms. Pack voting in the affirmative.

Mr. Pick made the motion to Reconvene to Open Session at 5:34 p.m., Mr. Richer seconded, and the motion carried with Mr. Wilking, Mr. Richer, Mr. Pick, and Ms. Pack voting in the affirmative.

VIII. FUTURE AGENDA ITEMS

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

IX. ADJOURN

Mr. Ricker made the motion to Adjourn at 5:35 p.m., Mr. Pick seconded, and the motion carried with Mr. Pick, Mr. Wilking, Mr. Richer, and Ms. Pack voting in the affirmative.



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Richard Pick Jan Wilking, Chairman
Acting Chairman

Kim Dudley
Kim Dudley, Administrative Specialist / Clerk