



SNYDERVILLE BASIN

WATER RECLAMATION DISTRICT

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BOARD OF TRUSTEES MEETING MINUTES

October 20, 2025

** District Office**

5:00 p.m.

I. CALL TO ORDER

The October 20, 2025, Board of Trustees meeting was called to order by Chair Jan Wilking at 5:00 p.m. Other Board members in attendance were Mary Ann Pack, Richard Pick, and Ryan Dickey. Robert Richer was excused. Staff in attendance were Mike Luers, Dan Olson, Kevin Berkley, Chad Burrell, Bryan Steele, and Kim Dudley. Also, in attendance were Jeremy Cook, Cohne/Kinghorn, and Erin Andersen, Carollo Engineers.

II. CONSENT AGENDA

- A. Approval of Board Meeting Minutes for September 24, 2025
- B. Escrow Fund Reduction Approval: Prospector Square Lot E – Retain 0%
- C. Final Project Approval: FJ Gillmor Subdivision

Mr. Pick made the motion to approve the Consent Agenda, Mr. Dickey seconded, and the motion carried with Mr. Pick, Mr. Dickey, and Mr. Wilking. Ms. Pack abstained.

III. PUBLIC INPUT – There was no public input.

IV. APPROVAL OF EXPENDITURES – Bills in the Amount of \$1,404,517.47 – Mr. Luers reviewed the bills in the amount of \$1,404,517.47. He stated that there are several expenses that have to do with lining projects. You'll see about \$160,000 for MGC Contractors who are installing our equipment and presses down at East Canyon. The American Flag project with roughly \$200,000. He asked the Board if they had any questions and to consider approving the Expenditures.

Ms. Pack made the motion to Approve the Expenditures, Mr. Pick seconded, and the motion carried with Mr. Dickey, Ms. Pack, Mr. Pick, and Mr. Wilking.

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. Discussion Items – Review 2026 Tentative Budget – Mr. Luers informed the Board that the budget approval process is a 3-month long process. We review the 2026 Tentative Budget in October, present the Proposed Budget in November for tentative approval, and the Final Budget for final approval in December.

Mr. Luers started off with the Income, O&M and Debt as follows:

2026 Tentative Budget Income, O&M and Debt

Income:

2025 User Fee Revenues - Budgeted	\$14,981,457
2026 User Fee Revenues - Proposed	\$15,597,432
2025 Impact Fee Revenues - Budgeted	\$ 5,077,836
2026 Impact Fee Revenues - Proposed	\$ 5,175,639

Operation and Maintenance Expenses:

2025 O&M Expenses (excluding capital)	\$11,382,776
2026 O&M Expenses (excluding capital)	\$11,992,575

Debt Service:

2025 Debt	\$ 1,503,150
2026 Debt	\$ 1,507,775

Mr. Luers stated that we are proposing that the 2026 User Fee Revenues increase from \$14,981,457 to 15,597,432, since we are proposing a 4% increase in User Fees starting January 1, 2026. The Impact Fees have already been approved by roughly 2.5% for 2025.

The 2026 O&M Expenses are increasing from \$11,382,776 to \$11,992,575 which includes a proposed new employee. With that new employee it does increase a little over 5%.

The 2026 Debt is pretty much the same as last year.

**2026 Tentative Budget
Capital Expenditures**

Capital Expenses:

2025 User Fee *"Renewal" Capital Expenses	\$ 5,423,394
2026 User Fee *"Renewal" Capital Expenses	\$ 5,148,808
2025 User Fee Capital Expenses	\$ 555,000
2026 User Fee Capital Expenses	\$ 897,000
2025 Impact Fee Capital Expenses	\$ 2,200,306
2026 Impact Fee Capital Expenses	\$ 2,935,082

*Renewal projects are paid for by existing customers and involve extending the life of existing infrastructure

Mr. Luers explained that User Fee *Renewal* Capital Expenses are sitting at right around \$5 million each year. This is for the items that extend the life of the system.

User Fee Capital Expenses are non-infrastructure items, such as vehicles and equipment and budgeting \$897,000.

Impact Fee Capital Expenses slight increase from \$2.2 million to \$2.9 million.

**2026 Tentative Budget
Collection System Projects**

Jeremy Ranch Pipe Replacement	\$ 1,800,000
System Renewal – Collections	\$ 1,300,000
Summit Park Pump Stations	\$ 815,000
Large Diameter Manhole Lining	\$ 500,000
Spring Creek Pump Station	\$ 220,000

We have a project for the Jeremy Ranch Pipe Replacement. Jeremy Ranch Golf Course has decided to replace all their lawn and shut down the golf course for a year. We are taking the opportunity to

replace some of our pipes and rearrange some things and make the system better. We didn't have \$1.8 million budgeted, but we juggled some things around to make it work.

System Renewal is where we take a bunch of small projects, and we bundle them up, mostly lining type projects and have budgeted \$1.3 million.

Summit Park Pump Stations we are slowly trying to get rid of our pump stations in Summit Park. At one point we were at 6 and now we are at 3 and we budgeted \$815,000 to maintain and upgrade them.

Large Diameter Manhole Lining is a separate item at \$500,000. Mr. Pick asked about the Large Diameter Manhole Lining. Mr. Luers replied we have two large trunk lines, one going to East Canyon and one to Silver Creek. We have lined the pipe and now we want to line the manholes.

The Spring Creek Pump Station is \$220,000 and we would like to rebuild it.

2026 Tentative Budget East Canyon Facility Projects

Prepurchase - Equipment Replacement	\$ 2,608,650
East Canyon Expansion Project	\$ 537,240
Dissolved Oxygen Equipment	\$ 150,000

Prepurchase Equipment Replacement is \$2.6 million. Mr. Burrell said that we have bundled some projects together to buy our time until the East Canyon Expansion Project proceeds.

East Canyon Expansion Project. Mr. Burrell stated we still have work that needs to happen to update some things to code and have budgeted \$537,240.

Dissolved Oxygen Equipment. Mr. Burrell said that this is plan B due to the State of Utah permitting process as we dispute the dissolved oxygen limit that they have. In the event we are given a stricter limit, this is for equipment to handle that. We have budgeted \$150,000. Mr. Luers said we have a meeting tomorrow with the State to discuss our permit and we will let the Board know how it goes.

2026 Tentative Budget Noteworthy Items

Salaries and Wages:

Salaries and Wages Increased by CPI:	2.7% (COLA) (Summit County/MR 2.7 – 3.0%)
Health Insurance Benefits:	4.3% increase in premium (ave. 12-year premium increase: 4.05%)
Dental Insurance Benefits:	4.23% increase in premium (ave. 11-year premium increase: 2.14%)

Staffing:

2025 FTE	46
2026 FTE	47 (add Information Technology position)

Mr. Luers stated that we are proposing a 2.7% (COLA) increase. Summit County and Mountain Regional are between 2.7% - 3.0 %.

Health Insurance is at a 4.3% increase in premiums. We received bids on our Health Insurance, and our initial bid was 7.3%. We believed that was too high and went back to them and they came back with 4.3%. Our average 12-year premium increase is 4.05%. We were very pleased with the 4.3%.

Mr. Pick asked who we negotiated Health Insurance with. Mr. Luers replied PEHP.

Dental Insurance is at a 4.23% increase. Our 11-year average is 2.14%. When you look at these increases, we are doing very well compared to others.

We are asking the Board to consider approving an additional staff member in our Information Technology (Engineering Department). We have taken on more complex I.T. issues, mainly security issues. About a year ago we decided to try and split an employee from Collections with I.T. (Engineering Department). It became clear that we couldn't split the time between Collections and the I.T. (Engineering Department) because I.T. took up all the employees' time. It has been built into all the numbers you see all the way through.

Historical and Proposed Monthly User Fees

Historical and Proposed User Fees

YEAR:	2021	2022	2023	2024	2025	2026	2027	2028
Historical User Fees:								
Volume Charge	\$2.85	\$2.94	\$3.06	\$3.18	\$3.31			
Base Rate	\$30.00	\$30.90	\$32.14	\$33.43	\$34.77			
Percent Increase	3.0%	3.0%	4.0%	4.0%	4.0%			
Proposed User Fees*:								
Volume Charge						\$3.44	\$3.58	\$3.72
Base Rate						\$36.16	\$37.61	\$39.11
Percent Increase						4.0%	4.0%	4.0%
Total Monthly Wastewater Charge	\$41.69	\$42.95	\$44.69	\$46.47	\$48.34	\$50.27	\$52.29	\$54.38
(Based on 4,100 gal./month)								

*Fees have not been approved by the Board

Proposed User Fees: We are asking the Board to consider approving a 4.0% increase for 3 years.

Historical and Proposed Impact Fees per RE

Historical and Proposed Impact Fees						
YEAR:	2023	2024	2025	2026	2027	2028
Historical Impact Fees:	\$13,163	\$13,444	\$13,772	\$14,122	\$14,458	
Percent Increase	19.50%	2.10%	2.40%	2.54%	2.37%	
Proposed Impact Fees*:						\$14,813
Percent Increase						2.45%

* Fees have not been approved by the Board

Proposed Impact Fees: The Board has already approved 2.40% in 2025. We are asking the Board to consider approving approximately 2.5% for 2026 and 2027.

Mr. Luers told the Board we are having Mr. Ashcroft and Ms. Andersen, Carollo Engineering, do a complete re-estimate of the EC Project. That will be completed by August 2026.

Summary of Issues Impacting the Budget

- With pausing the EC Project, the District will see slightly higher O&M cost.
- Tariffs – higher costs!
- Competitive compensation and benefits continue to be a challenge.

Competitive compensation and benefits continue to be a challenge, and we are pleased with our Health Insurance increase at a lower rate than expected. As additional wastewater treatment plants improve the quality of wastewater, we will need to be competitive with higher level personnel to operate the system. We are lucky to have the staff knowledge and longevity, and we really appreciate it.

Mr. Pick noticed that our utility bills are significantly higher. Mr. Luers said that those are the increases that we are seeing. That is one of the biggest line items in the budget. We aren't sure why they are so high but will keep an eye on them. Mr. Burrell stated that we have had some comparative evaluations with brokers in the past and every time they come back, we are doing the best option.

Mr. Pick stated that he thinks this is a pretty straight forward budget.

Mr. Wilking asked if we would be replacing the line all the way through the golf course. Mr. Olsen stated that we have a couple of different projects. On the golf course hole 5 the entire line will be replaced. The golf course has 7 manholes now and we will be reducing that to 4 manholes. We have been working closely with Jeremy Ranch to proceed with project.

Mr. Luers asked if the Board had any more comments and said they could contact him at any time. We will be presenting the Proposed Budget in November.

Mr. Dickey also stated that the budget looked pretty straight forward.

B. Information Items

1. Utah Safety Council Awards – Award of Merit & Perfect Record – Mr. Burrell presented the Award of Merit & Perfect Record. The Award of Merit is for where the Utah Safety Council compares us to other industries and in the wastewater industry we are below the national average for accidents. Other components that come in are if we have a safety program, safety meetings, and safety trainings and we meet all of those as well.

The Perfect Record Award means that we haven't had an OSHA recordable all year.

Mr. Luers said kudos to our Safety Committee. They do a great job.

2. Financial Statement

3. Impact Fee Report – Mr. Luers said that we had an impressive total of 89 RE's for the month. He asked Mr. Berkley to talk about that. Mr. Berkley stated that Studio Crossing has fifty townhomes that they permitted for and paid for all at once.

VII. FUTURE AGENDA ITEMS

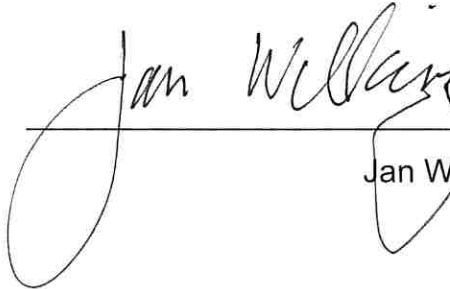
- A. Projects
- B. Operations

- C. Finance
- D. Governmental Matters

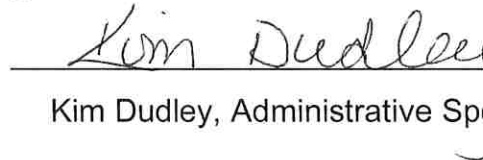
VIII. ADJOURN

Mr. Dickey made the motion to Adjourn at 5:29 p.m., Ms. Pack seconded, and the motion carried with Mr. Pick, Ms. Pack, Mr. Dickey, and Mr. Wilking.





Jan Wilking, Chairman



Kim Dudley, Administrative Specialist / Clerk