



APPROVED MINUTES

Administrative Control Board Meeting

January 16, 2025

Attendance:

Board:

Karin Wilson
Ian Schofield
Mike Kobe
Joel Fine - remote
Cory Shorkey

Staff:

Andy Garland
Lisa Hoffman
Steve Anderson
Chris Braun
Sam Grenlie
Brian Davenport
Anna Peacock
Jessica DiCaprio

Summit County Attorney:

Dave Thomas

Guest:

Alan Domonoske and
Brad Buswell with Carollo
Engineers

Notice is hereby given that the Administrative Control Board of Mountain Regional Water SSD, Summit County, Utah will meet in a regular session on January 16, 2025, at the District's office at 6421 N Business Park Loop Rd, Suite A, Park City, UT 84098, at 6:00 p.m. For those who are interested in attending the meeting remotely, a Zoom link has been provided below.

Join Zoom Meeting:

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/85123687184?pwd=IQ1Y991ILJQnNv2UTtadT5btv2KFWx.1>

Passcode: 153330

Webinar ID: 851 2368 7184

To Dial in for Audio: 669-900-6833

1. Call to Order and Public Input:

Karin Wilson called the meeting to order at 6:00 PM

There was no public in attendance or online and no public input.

2. Signal Hill Water Treatment Plant Optimization, Evaluate Alternatives, and Recommend: Alan Domonoske and Brad Buswell (Carollo Engineers)

Brad Buswell presented a PowerPoint outlining alternative options for Pretreatment, Membranes, Solids Handling, Granular Activated Carbon (GAC), and Chemical Building.

1. Pretreatment Alternatives included

- **Direct Filtration Alternative**
- **New Sedimentation Basin Alternative**

2. Membrane Alternatives included

- **2 new 1.8 mgd skids and 4 existing AP6s**
- **4 new 1.8 mgd skids**
- **4 Quinns style skids, 1.8 mgd each**



3. **Selected Membrane Alternative**
 - Demo existing, install 4 new 1.8 mgd skids
4. **Solids Handling**
 - Proposed Process Flow Diagram
 - Keep the existing BFP in place
 - Take advantage of the existing footprint
5. **Granular Activated Carbon**
6. **Chemical Alternatives**
 - Chemical Building Alternatives
 - Alternative 1 – Long and Skinny
 - Alternative 2 – Square and Uniform

3. **Executive Session – Personnel, Possible Litigation, and Property Acquisition:**
(moved to the end of the meeting)

Mike Kobe made a motion to move into executive session to discuss possible litigation.

Ian Schofield seconded the motion.

All were in favor and unanimously approved.

The meeting moved into the executive session at 8:28 pm.

Ian Schofield made a motion to move out of the executive session after discussing possible litigation.

Mike Kobe seconded the motion.

All were in favor and unanimously approved.

The meeting moved out of the executive session at 8:40 pm.

4. **Consent Agenda:**

- a. Approval of the December 12, 2024 ACB Meeting Minutes - **no comments**
- b. Approval of the December 2024 Check Register - **see below**
- c. Purchase Orders:
 - i. Carollo Engineers, Inc. - \$3,116,781 - **no comments**
 - ii. Freightliner of Utah - \$129,434 - **no comments**
 - iii. Tech Flow - \$116,472 - **no comments**

Karin Wilson asked about the \$6,551.51 Enbridge Gas check. Steve Anderson explained that it was for the new gas line installation at the new office and shop.



Ian Schofield asked about the \$950.03 check to BJ Rees's Enterprise, Bison Bluff 15B, and if it was for a “well” issue. Andy Garland clarified that the check was for 1” drain rock (gravel) and Brian Davenport confirmed there was no problem with the well; the gravel was for the driveway. Ian Schofield inquired about the Nickerson spare. Brian Davenport confirmed that the Nickerson spare is a new spare pump for Lost Canyon, as the previous spare pump is currently in use. Ian Schofield inquired about the SwiftComply check. Steve Anderson replied that this was the software program used for the Backflow program. Ian Schofield asked about the drug screens, including the breath test. Steve Anderson explained that they were routine and required for the employee's Commercial Driver's License (CDL) by the Department of Transportation (DOT).

The following board members had no questions:

- Mike Kobe
- Cory Shorkey
- Joel Fine

Ian Schofield made a motion to approve the Consent Agenda, including the purchase orders for Carollo Engineers, Inc. - \$3,116,781, Freightliner of Utah - \$129,434, and Tech Flow - \$116,472, as discussed.

Mike Kobe seconded the motion.

All were in favor and unanimously approved.

5. Financial Management: Steve Anderson

- a. December 2024 preliminary financial update

Steve Anderson reviewed the preliminary December 2024 financial results.

6. Engineering Comments: Sam Grenlie and Jessica DiCaprio

- a. 2025 Capital Project Preview -**Sam Grenlie provided a summary of the District's 2025 engineering, construction, and improvement projects, which are organized into three tiers.**

Tier 1 Projects: Matterhorn Terrace Water Line Replacement

Tier 2 Projects: The Browns Canyon Connection Betterment, and Highway 224 Interconnect.

Tier 3 Projects: Summit Park Electrical and Well Improvements, Lost Canyon Pump 1 Upgrade, Old Ranch Booster Pump Station Electrical Improvements,



Enterprise Asset Management Implementation, Lost Canyon Transmission Line Air Valve, Signal Hill Insulation Repairs, and Blackhawk Well 2R Rehabilitation.

- b. PFAS Update on three wells within the District -**Jessica Di Caprio reported that PFAS compounds were detected in three of the District's wells. Gorgoza Well 6 and Silver Creek Well 10 contained PFAS below MCLs, while Tank Well 16 had higher, non-regulated levels and was shut off. The remaining wells had minimal PFAS levels. Due to new EPA requirements and to assess potential new PFAS impacts, sampling of all District sources will continue in 2025.**

7. Chief Technical Officer Comments: Chris Braun

- a. Results of the District's phishing campaign
Chris Braun commented that the staff and board members were sent a fake phishing email from Lisa; those who clicked the links were required to retake training. Results will be shared.

8. Annual Conflict of Interest Disclosure Form: Dave Thomas

Dave Thomas stated that as a result, legislation passed in the 2024 Legislative Session, specifically HB80, requires Mountain Regional Water Administrative Control Board members to annually submit a Conflict of Interest Disclosure Form to Andy Garland by January 31. Completed forms will be posted on the District's website within 10 business days and the webpage address will be sent to the Lieutenant Governor's Office.

9. General Manager Comments: Andy Garland

- a. New Office and Shop Update
Andy Garland commented that MRW is celebrating its 25th anniversary this year. The District will hold a grand opening and anniversary celebration at the same time. Additionally, MRW employees Brian Davenport, Rick Gines, and Stacy Blonquist will be honored for their 25 years of service at a combined staff event this summer.
Andy Garland provided an update regarding the ongoing construction of the new office and shop building.



10. Questions on Department Updates:

The following board members had no questions:

- Karin Wilson
- Ian Schofield
- Mike Kobe
- Corey Shorkey
- Joel Fine

11. Adjourn:

Cory Shorkey made a motion to adjourn the meeting.

Ian Schofield seconded the motion. All were in favor and unanimously approved.

Karin Wilson adjourned the meeting at 8:41 p.m.

Mountain Regional Water SSD ACB Chairperson

Date

Mountain Regional Water SSD General Manager

Date

Pursuant to the Americans with Disabilities Act, individuals needing assistance attending the meeting on January 16, 2025, should contact Lisa Hoffman at 435-940-1916 Ext. 312 to make arrangements. The next MRW Administrative Control Board Meeting will be held on February 20, 2025 .