



G R E A T E R S A L T L A K E
Municipal Services
District

**MINUTES OF THE MEETING OF THE
BOARD OF TRUSTEES
GREATER SALT LAKE MUNICIPAL SERVICES DISTRICT**

Held Wednesday, June 21, 2023, at 6:00 p.m.
At 2001 South State Street
Room N2-800
Salt Lake City, UT 84190

Trustees Present:

Joe Smolka, Chair
Keith Zuspan, Vice-Chair
Kelly Bush (via Webex)
Dan Peay
Laurie Stringham (via Webex)
Linda Price, White City Metro Township Mayor Pro Tem¹

Trustees Excused:

Paulina Flint
Sean Clayton

Staff Present:

Marla Howard, General Manager
Stewart Okobia, Director of Finance
Tabitha Mecham, Executive Assistant
Trent Sorensen, Director of Planning and Development Services
Mark Anderson, Legal Counsel
Brian Tucker, Planning Manager
Kirk Boyington, Chief Building Official (via Webex)

Others Present:

Steven Kuhlmeier, Salt Lake County Public Works Engineering
Lisa Hartman, Salt Lake County Associate Deputy Mayor (via Webex)
Rori Andreason, Magna and White City Metro Township Administrator (via Webex)
Dina Blaes, Salt Lake County Office of Regional Development (via Webex)
Al Peterson, Kearns Metro Township Council (via Webex)

1. Call to Order

Chair Smolka called the meeting to order at 6:00 pm.

¹ In the absence of Trustee Flint, the Mayor of the White City Metro Township, Linda Price, the Mayor Pro Tem of the White City Metro Township, sat temporarily as a member of the Board of Trustees in accordance with Utah Code Ann. § 17B-2a-1106(2)(b)(ii).

Trustees

Joe Smolka **Keith Zuspan** **Kelly Bush** **Sean Clayton** **Paulina Flint** **Dan Peay** **Laurie Stringham**
Chair **Vice Chair**

2. Pledge of Allegiance

The Pledge of Allegiance was recited.

3. Public Comments

There were no public comments.

4. Approve a Federal Aid Agreement for 8000 W 2700 S Realignment Environmental Assessment

Steven Kuhlmeier presented a Cooperative Agreement with the Utah Department of Transportation (UDOT) for the 8000 West 2700 South Realignment Environmental Assessment. This work will be paid for using \$250,000 from Magna Metro Township's ARPA (American Rescue Plan Act) funds.

Trustee Peay moved to approve the Cooperative Agreement with UDOT for the realignment of 2700 South at 8000 West. Trustee Stringham seconded the motion. The motion carried with Trustees Smolka, Bush, Price, Peay, Stringham and Zuspan each voting "aye".

5. Approve a Federal Aid Agreement for 8000 W 2700 S Realignment.

Steven Kuhlmeier stated that this request is specifically for the realignment work, which will not commence until the Environmental Assessment has been completed. There is an approximately 21% local match that is to be paid in phases. In total, the Agreement calls for \$4,377,620 to be paid, of which \$3,419,005 is federal aid. Part of the federal aid award is for 2023 and part is for 2028.

Trustee Peay moved to approve the Federal Aid Agreement for the 8000 West 2700 South Realignment. Trustee Bush seconded the motion. The motion carried with Trustees Smolka, Bush, Price, Peay, Stringham and Zuspan each voting "aye".

6. Approve budget adjustment for MC210023 Washington Overlay to various Magna projects and to move the approved \$150,000 of contracted maintenance funds for Magna Main Reconstruct Design to engineering budget.

Steven Kuhlmeier stated that the recommended Budget adjustment will reallocate left-over funds from the Washington Overlay project, which has been completed, primarily to cover design work and a small 2024 construction project. Specifically, \$50,000 is for Western Springs design and Right of Way (ROW) acquisition. Another portion will go to 8400 West where it intersects with the Union Pacific Railroad ROW, where there is a gap in the sidewalk. There also is money for an 8000 West turn lane, on which the MSD is working with UDOT, which is projected to cost \$75,000. Funds will also go toward another project at the 8000 West intersection; and for another existing project to modify the environmental work. Finally, \$150,000 will be used for Magna Main Street reconstruction design work.

Trustee Bush moved to approve a Budget adjustment from EFCMC210023, the Washington Overlay Project, to various Magna Metro Township projects, including moving \$150,000 to the Magna Main Street reconstruction design engineering

budget. Trustee Peay seconded the motion. The motion carried with Trustees Smolka, Bush, Price, Peay, Stringham and Zuspan each voting “aye”.

7. Approve audited financial statements.

Stewart Okobia presented the MSD’s 2022 Audited Financial Statement.

Trustee Peay moved to approve the Audited Financial Statement. Trustee Bush seconded the motion. The motion carried with Trustees Smolka, Bush, Price, Peay, Stringham and Zuspan each voting “aye”.

8. Service Provider presentations on July 28th and Board participation discussion

Marla Howard stated that service provider presentations will take place on July 28th from 9:00 a.m. to noon, and will be in the same format as last year’s presentations.

9. Discuss and potential approval action regarding community Business Development

Trustee Kelly Bush and Marla Howard explained that the MSD contracts with Salt Lake County RDA (Redevelopment Agency) for community development services.

Trustee Bush stated that her community, Kearns, needs a more aggressive solicitation of business opportunities, and she believes that Kearns is not getting the services it needs through Salt Lake County’s community development activities. She stated that an economic development specialist hired by the MSD would be able to work directly with MSD planners and would be devoted to MSD communities. Marla Howard stated that one FTE (full-time equivalent) employee would be required to work for all of the MSD communities.

Trustee Bush recommended bringing in Kayla Mauldin to hear her suggestions and opinions.

Marla Howard stated that this will go on the July 12th agenda.

10. Discussion and possible action on the Justice Courts

Trustee Stringham stated that the County Council approved releasing additional funds to the Justice Court, but less than the amount that originally was requested. The released funds are coming out of the Justice Court’s fund balance. The Justice Court has cut five FTE positions that were not currently filled.

Marla Howard asked about the review process for Justice Court invoices. Trustee Stringham responded that the MSD should receive invoices monthly, just as they should have been receiving them in the past.

Marla Howard asked if the Board would like MSD management to contact other Justice Courts, or would the Trustees like to contact the Justice Courts personally? After a brief discussion, the Trustees decided that the Metro Townships and the Town of Brighton should make the contacts through their respective Councils.

A six month notice would be required to withdraw from the Justice Court.

11. General Manager report

Marla Howard presented her General Manager's report:

- There will be an update on Bonds, emergency response, communication and IT during the July 12th Board meeting.
- Job classification work is being conducted by Fabian VanCott, and a meeting with the attorneys is scheduled on July 11th.
- The salary and compensation process should be completed within two months.
- After working with the respective attorneys on the announcement regarding the Metro Townships' desire to convert to towns or cities, staff reached out to determine what needs to be done to complete the conversion process. It has been determined that there will be a need for legislation, new branding, signage, etc. There will also be a fiscal year budgeting change, and "stub" year audits, etc., may be required.
- Commencing on Friday June 23, Marla Howard will be out of the country with no cell service. She will return on July 10th.
- The MSD is still struggling to find a Permit Technician and Building Inspectors to fill open positions, so management is looking at internal processes to create an employee training program and incentives.

12. Other Metro Township, Town, Unincorporated County, and Greater Salt Lake Municipal Services District business

There was no additional business to be considered by the Board.

13. Discussion of future agenda items

No future agenda items were suggested.

14. Discussion of the character, professional competence, or physical or mental health of an individual possible closed meeting pursuant to Utah Code Ann. § 52-4-205(1)(a).

Trustee Stringham moved to go into closed session for the purpose of discussing the character, professional competence, or physical or mental health of an individual pursuant to Utah Code Ann. § 52-4-205(1)(a). Trustee Peay seconded the motion. The motion carried with Trustees Smolka, Bush, Price, Peay, Stringham and Zuspan each voting "aye".

The meeting went into closed session at 7:02 p.m. with all of the members of the Board of Trustees present, including Linda Price but excluding Paulina Flint and Sean Clayton, along with Marla Howard, Stewart Okobia, Tabitha Mecham, Mark Anderson and Trent Sorenson.

No action was taken during the closed portion of the meeting other than the approval of a motion to end the closed meeting and return to open session. The meeting returned to open session at 7:19 p.m.

15. Discussion of pending or reasonably imminent litigation (possible closed meeting pursuant to Utah Code Ann. § 52-4-205(1)(c))

This agenda item was not needed.

16. Adjourn

Trustee Peay moved to adjourn the Board meeting. Trustee Zuspan seconded the motion. The motion carried with Trustees Smolka, Bush, Price, Peay, Stringham and Zuspan each voting “aye”.

Chair Smolka declared the meeting to be adjourned at 7:19 p.m.

Approved by the Board of Trustees on the 26th day of July, 2023.

DocuSigned by:
Joe Smolka
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Joe Smolka, Chair

ATTEST:

DocuSigned by:
Stewart Okobia
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Stewart Okobia, Clerk