

MINUTES FOR THE ADMINISTRATIVE CONTROL BOARD, SALT LAKE COUNTY SPECIAL SERVICE DISTRICT NO. 1 (SANITATION)

Date/Time	Location	Attendees
10/24/2012 9:00 A.M.- 10:25 A.M.	604 W 6960 S Training Room	Board Members: Scott Bracken, Patrick Leary, Dama Barbour, David Wilde, Jim Bradley, and Coralee Wessman-Moser Sanitation Staff: Pam Roberts, Allison Dodge, Ryan Dyer, Lorna Vogt, Stuart Palmer, Craig Adams, Bill Hobbs, Larry Chipman, Andy King, Gavin Anderson, and Gaylyn Larsen Guests: Doug Hill, Larry Moller, Mike Allen, Jeff Rowley, Phil Markum, and Richard Hamik
Next Meeting 11/14/2012 9:00 A.M.- 10:30 A.M.	604 W 6960 S Training Room	Absent: Richard Snelgrove, Randy Horiuchi, and Sabrina Petersen

Agenda

1. Consent Items: **(Approval Requested)**
 - 1.1 September 26, 2012 Board Meeting Minutes
 - 1.2 Fee Abatements
2. Request an Additional Board Meeting (Special Meeting) on Wednesday, November 14, 2012, Pam Roberts **(Decision Requested)**
3. Public Hearing for the District's 2013 Budget Adoption, December 11 at 6 p.m. Council Chambers, Pam Roberts **(Information/Decision Requested)**
4. Social Security Poll Results, Pam Roberts, **(Information)**
5. Discuss the Administrative Control Board Resolution Accepting District Assets and Employees, Effective January 1, 2013, Pam Roberts and Gavin Anderson, **(Direction Requested)**
6. 2013 Budget Review with Two Options to Manage Liabilities and County Overhead, Pam Roberts and Stuart Palmer, **(Direction/Approval Requested)**
 - Exhibit "A" County Resolution Establishing the District Organization
7. Board Direction for Future District OPEB, Other Post Employment Benefits, Gaylyn Larsen and Stuart Palmer **(Information/Direction Requested)**
8. Draft of Interlocal Agreement Between District and SLCO, Pam Roberts, Gavin Anderson **(Direction/Approval Requested)**
9. Human Resource Policies, Pam Roberts and Gaylyn Larsen, **(Approval Requested)**

Topics/ Objectives	Key Points/ Decisions	Action Items Who - What - By when	Status
Murray City	<p>Doug Hill, Public Services Director, Murray City Corporation, representing Mayor Snarr of Murray City requested time to speak with the Board.</p> <p>The District currently provides services to approximately 3,500 homes in Murray City.</p> <p>The citizens living in Murray City serviced by the District are pleased with the services provided.</p> <p>Murray City does not have interest to provide sanitation services for the citizens unless the District wants to release the citizens from the service area.</p> <p>Currently Murray City's services are cheaper but the city does not provide the same level of service the District provides such as the area cleanup program.</p> <p>Murray City is willing to have a representative on the board or attend the meetings to make sure their citizens are represented.</p>		<p>The residents in Murray City who are currently served by the District will continue to receive services from the District.</p> <p>Doug Hill stated that he or someone from Murray City will try to attend future meetings.</p>
Minutes from September 26, 2012 Meeting and Fee Abatements (Approval Requested)		Board Member Wessman-Moser, seconded by Board Member Bradley, moved to approve consent item 1.1 September 26, 2012 board meeting minutes and 1.2 fee abatements. The motion passed unanimously.	Approved October 24 , 2012

Parcel Number	Home Owner	Refund Amount	Reason
21-21-203-048	David A. Stromberg	153.00	This parcel is a piece of raw land that does not receive collection services.
Request an Additional Board Meeting (Special Meeting) on Wednesday, November 14, 2012, Pam Roberts (Decision Requested)	An additional meeting is requested for November 14, 2012 to approve administrative items for the separation of the District from Salt Lake County.	All board members present agreed to attend two meetings in November. Board Members who are attending the UAC conference will teleconference the November 14, 2012 meeting.	The meeting request will be sent out.
Public Hearing for the District's 2013 Budget Adoption, December 11 at 6 p.m. Council Chambers, Pam Roberts (Information/Decision Requested)		To ease scheduling conflicts, Board Chair Bracken asked that County Council Chair, David Wilde schedule the District Budget Adoption first on the Agenda.	Board Member Wilde will request the District's budget be first on the public hearing agenda on December 11, 2012.
Social Security Poll Results, Pam Roberts, (Information)	<p>Employees attended presentations from the Social Security Administration and from the Utah Retirement System.</p> <p>Employees currently pay into the social security system. As a new government agency the District will have the option to not join social security or apply to opt into social security.</p> <p>The District conducted a non-binding poll to see if employees wanted to opt into social security or not opt into social security.</p>		Gavin Anderson, Legal Counsel, will bring back information on what mandates can be placed on monies not contributed to social security.

	<p>Poll results:</p> <ul style="list-style-type: none"> • 43 employees voted not to opt into social security • 20 employees voted to opt into social security. <p>The Board Members discussed issues related to not opting into social security, such as how the employer and employees contribution amounts would be allocated.</p>		
<p>Discuss the Administrative Control Board Resolution Accepting District Assets and Employees, Effective January 1, 2013, Pam Roberts and Gavin Anderson, (Direction Requested)</p>	<p>This is the Administrative Control Board Resolution that the Board will approve after Salt Lake County signs the resolution releasing the District from the County.</p>		<p>Questions and suggestions are to be directed to Pam Roberts or Gavin Anderson.</p>
<p>2013 Budget Review with Two Options to Manage Liabilities and County Overhead, Pam Roberts and Stuart Palmer, (Direction/Approval Requested)</p> <p>Exhibit "A" County Resolution Establishing the District Organization</p>	<p>Staff presented two options for the 2013 proposed budget. Both options include estimates for health benefits, risk insurance, and disposal fees. The disposal fees are anticipated to increase \$3.00 per ton on July 1, 2013.</p> <p>Option 1. The District assumes the liabilities and pays the 2012 County overhead over a two year period. This option recommends a \$2.00 a month fee increase in 2014.</p> <p>Option 2. The District exchanges the liabilities for the land currently shown on the District's balance sheet. This option recommends a \$1.75 a month fee increase in 2014.</p>		<p>The Board requests Salt Lake County to consider both options for the 2013 budget that include an asset and liability exchange.</p>

	<p>Items discussed by the Board:</p> <ul style="list-style-type: none"> • Is the land useful for the County • The County assuming the District liabilities for the 2012 County overhead, the employees' retirement insurance, and two workers compensation claims • The same attorney representing the District and Salt Lake County • Whether the Board is willing to give up the land • Acknowledgement by the County that the District purchased the land for \$1.9 million • Resolve the accounting issues on Exhibit "A" as part of the resolution • Sufficient time to make a decision • The land is currently tied up in collateral for the building bond, payment which includes general, municipal, and enterprise funds 		
<p>Board Direction for Future District OPEB, Other Post Employment Benefits, Gaylyn Larsen and Stuart Palmer (Information/Directi on Requested)</p>	<p>The District is exploring options for other post employee benefit structures for current retirees, 76 employees going forward, and future employees that are hired.</p> <p>The District wants to be fair and fulfill any obligation as well as be a sustainable organization.</p> <p>The goal is to have changes/decisions in place by July 2013.</p>	<p>The District has agreed to accept the Employees with as near as possible the level of benefits the County provides as of December 31, 2012.</p>	<p>The Board asked staff to bring recommendations early next year.</p>
<p>Draft of Interlocal Agreement Between District and SLCO, Pam Roberts, Gavin Anderson (Direction/Approval)</p>		<p>Board Member Bradley, seconded by Board Member Barbour, moved to proceed with the Interlocal agreement between the</p>	<p>Approved October 24, 2012</p>

Requested)		District and Salt Lake County. The motion passed unanimously.	
Human Resource Policies, Pam Roberts and Gaylyn Larsen, (Approval Requested)	The District has reviewed policies and templates from the Utah Association of Special Districts. The Board requests a copy of the UASD template be provided as a reference.	Board Member Wilde, seconded by Board Member Wessman-Moser, moved to continue with the direction of creating the policies. The motion passed unanimously.	Formal adoption is set for November 14 and 28, 2012. Gaylyn Larsen will forward the templates for the Board Members to review.
Next Meeting	The next meeting will be held Wednesday, November 14 , 2012		
Adjournment		Board Member Wessman-Moser, seconded by Board Member Wilde, moved to adjourn the meeting. The motion passed unanimously.	Adjourned 10:25 a.m.
Future Meeting Topics	<ul style="list-style-type: none"> • Adopt the District Resolution, accepting WFWARD organization, 11/14/12 • Admin/HR Policies, Comp/Class, Leave Practices, 11/14/12 • Health Care Benefits Plan, 11/14/12 • Risk Management Update • 2013 Budget Approval, November 28th • Compensation/Classification Proposal 		