



# APPROVED MINUTES

SUMMIT COUNTY SERVICE AREA 3 BOARD OF TRUSTEES  
SERVICE AREA 3 CONFERENCE ROOM, 629 PARKWAY DR, PARK CITY, UT 84098  
[TUESDAY, JANUARY 14, 2025 AT 5:30PM](#)

Meeting also conducted via Google Meet.

1. **Welcome (5:32pm)**

- a. Welcome called to order by Karri Taix, Chair
- b. Roll Call

**Board Members:**

Scott Witkin, Treasurer  
Derek Price, Vice Chair  
David Olson  
Jon "Otto" Blum, Clerk  
Rick Parisi (arrived at 5:50pm)  
John Ball  
Karri Taix, Chair

**Staff & Contractors:**

John O'Brien (online)  
Vince Pao-Borjigin  
Jody Anagnos  
Chris Bullock  
Dave Sanderson (online)  
Nathan Bracken (online)

- c. Election of Board Officers - delayed for Rick Parisi to arrive, moved to Public Comment on agenda.

2. **Public Comment I: (5:34pm)**

- Andrea McLaughlin asked about the status of rate study and expectation of plowing and sanding of roads.
- Luann Luckenbach acknowledged Chris for quick response to road requests. Concerned about ADA access at mailhouse and asked how to change the policy to allow snowmobiles on the trails.
- Sally White talked about her experience with the Leadership Park City program.

Rick arrived at 5:50pm during public comment.

- c. Election of Board Officers - Nathan discussed the process and procedure for annual officer elections per the Board Rules of Order and Procedure, Resolution 2024-02, section 2.a.
  - **Scott made a motion to nominate Otto Blum for Treasurer, David seconded the motion. All members voted in favor of Otto Blum for Treasurer. (7-0)**

- **Rick made a motion to nominate Scott for Chair, David seconded the motion. All members voted in favor of Scott Witkin for Chair. (7-0)**
- **Rick made a motion to nominate himself for Vice Chair, Scott seconded the motion. There was a roll call vote on this motion. Scott: yay, David: yay; Karri: yay, John: yay, Otto: yay, Rick: yay, Derek abstained from voting. (6-0) Derek abstained from voting.**
- **Scott made a motion to nominate Karri as Clerk, Rick seconded the motion. All members voted in favor of Karri Taix as Clerk. (7-0)**

Karri wanted to make sure that performance reviews happened in 2025 because it is in our bylaws. Scott added job descriptions as well. Karri wants to make sure employee reviews are completed by March. Nathan made a comment that the Chair can not govern staff unilaterally.

### 3. **Administrative & Financial**

- a. Conflict of Interest Disclosure - The ethics pledge and conflict of interest disclosure forms were provided for the Board to sign. Jody stated that the staff had already signed them for 2025. Nathan explained the law and process including the four categories to disclose.
- b. Approval of December 9, 2024 minutes - There were no questions or comments.  
**Scott made a motion to approve the December 9, 2024 minutes, Rick seconded the motion. All members voted to approve the December 9, 2024 minutes as presented. (7-0)**
- c. Approval of expenditures - One invoice was presented for approval - Utah State Division of Finance - \$9,619.50.  
**Scott made a motion to approve the invoice as presented, Otto seconded the motion. All members voted in favor of approving the expenditure presented for Board approval. (7-0)**
- d. 2024 Q4 Financial Review - Dave Sanderson presented a financial review for the entire year. This is on an accrual basis. Dave noted that property taxes will change slightly as we are still receiving deposits. Vince said we were banking capital knowing we were doing this improvement to the water system not knowing what the payments would be.

### 4. **Water (6:21pm)**

- a. Rate Study Update - Vince requested a rate study from Rural Water, Rural Water did not charge for us for this study. Vince received an initial draft of the model. Vince explained why he didn't think the study was ready to share with the Board until he met with Rural Water on how to work with the model presented to give us the data that we are looking for. Vince has a meeting with Rural Water to discuss the rate study tomorrow at 9am and invited the Board to attend. Karri, Otto and Scott expressed interest in attending. Vince explained that the Rate Study is not a comparison of rates; it is a study to see how much the Service Area should be charging based on our expenses, the cost to deliver water, depreciation and bond/loan payments. It will provide us with the information to forecast where we are and where we need to be. This rate study is specific to the Service Area and takes into account our expenses to determine what our rates should be. There is no

comparable district to ours. Vince will send a link for the board to participate in tomorrow's meeting.

Derek Price, Trustee, left the meeting at 6:34pm

Dave Sanderson, Accountant, left the meeting at 6:39pm

**5. Roads (6:38pm)**

- a. 2025 Roads Project - Gary Horton WCG Road Engineer presented. Karri requested an update to the trails as well. Gary gave a brief history and discussed the three roads budgets: Maintenance budget: \$150,000. Road CIP (capital improvement): \$120,000 and trails is \$30,000 per year. This year the Silver Creek road project was from the roundabout project past the church which cost \$170,000. Gary suggests banking the CIP money for economy of scale. If we can get the rotomill from UDOT's highway project this summer our money will go further. We try to bank so we have money when those tailings become available. For maintenance Gary is recommending crack sealing the paved roads which we have never done. The expected cost is \$10,000 - \$15,000. We have a long term agreement with the County that no other district has. The County gives us their staff that we don't pay for, they borrow equipment and we pay for material. They do a thin overlay of new asphalt, about 1". When planning for road projects we always recommend work on Silver Creek Rd first because it's used the most. Crack sealing lasts 5-10 years. Criteria to determine which roads take priority for road work include the volume of cars on the road, safety, current condition and life span remaining. This criteria removes the subjectivity. Rick asked for a list to share with the public of the annual analysis. Cost per mile to pave, build a subsurface, used to be a million a mile, the estimated cost is now is four million dollars per mile. The new Bitner Connection was a \$11 or 12 million dollar project. We are the only service area that gets funds from the county. Chris will look into a sand option for the crosswalks to make them less slippery. Karri says she has seen a lot of accidents on slippery cross walks. Chris will ask them to increase sand. Vince said we try to avoid salt, the state is starting to see an increase in TDS in wells because of salt on roadways.

**6. Public Comment II (7:25pm)**

- Lisa D'Urso wants to see that staff reviews are done.
- Sally White asked about a comment that Operations Manager made.
- Joe D'Urso made a comment about water rates, rate study and transparency.

**At 7:45pm Karri made a motion to move into closed session to discuss the character, professional competence, or physical or mental health of an individual, pending or reasonably imminent litigation, and/or the sale or purchase of real property pursuant to Utah Code §§ 52-4-204 through 205, Scott seconded the motion. All members in attendance voted to move into closed session. (6-0)**

**Closed Session (7:45pm)**

**Closed session to discuss the character, professional competence, or physical or mental health of an individual, pending or reasonably imminent litigation, and/or the sale or purchase of real property pursuant to Utah Code §§ 52-4-204 through 205.**

Roll call: Jody, Vince, Chris, Otto, Rick, John Ball, Karri, David, Scott.

Online: John O'Brien and Nathan

Absent: Derek Price

**7. Adjournment (8:50pm)**

**Scott Witkin made a motion to adjourn the meeting, David Olson seconded the motion. All members voted in favor of adjournment. (6-0)**

Online participants: Nathan Bracken, John O'Brien, Dave Sanderson, no public participation online.