


MANAGER'S REPORT

October 8, 2014

To: Council Members

From: Robert Jasper

<u>Department</u>	<u>Description of Updates</u>
Administration	<p><u>Submitted by Robert Jasper, County Manager:</u> Documents and transactions are listed on the Manager Approval lists dated 9/25/14, 10/3/14 and 10/8/14, posted on the website at: http://www.summitcounty.org/manager/index.php</p> <p><u>Submitted by Lisa Yoder, Sustainability Coordinator:</u> <u>Increase energy efficiency of residential and commercial properties countywide</u></p> <ul style="list-style-type: none"> • Researching various approaches to a countywide residential energy efficiency and renewable energy program. <p><u>Increase energy efficiency in existing County facilities</u></p> <ul style="list-style-type: none"> • Completed upgrades to the heating and ventilating control systems in the Justice Center and County courthouse. • Lighting upgrade in progress at Justice Center. Estimated completion by mid-November. <p><u>Incorporate sustainability measures in Land Management Codes</u></p> <ul style="list-style-type: none"> • Providing staff support to Council regarding participation of the Public Lands Initiative. • Exploring citizens' requests to graze on County-owned parcels. <p><u>Contribute to maintenance of air and water quality</u></p> <ul style="list-style-type: none"> • Convened meeting between Park City School District, Park City Municipal Corp, and County Public Health Department to revitalize the anti-idling campaign with emphasis on educational component.
Auditor	
Assessor	
Attorney	
Clerk	
Community Development	<p><u>Submitted by Pat Putt, Community Development Director:</u> See attached report</p>
Engineering	
Facilities	<p><u>Submitted by Mike Crystal, Facilities Director:</u> 1- Winterizing sprinklers. 2- Finishing the control upgrade justice center.</p>
Health Department	<p><u>Submitted by Rich Bullough, Health Director:</u> <u>SCHD takes the lead in advancing the Utah Statewide Health Improvement Plan (SHIP)</u></p> <p>The Summit County Health Department Health Promotion Program worked together with Health Department Public Affairs in creating the SHIP (Statewide Health Improvement Plan) promotional topics list and calendar that is now the state-wide communications plan for this lifestyle improvement program.</p> <p>Geri Essen and Katie Mullaly collaborated and developed monthly topics and priorities, scheduling and a list of resources to utilize for each message. Thanks to the work they did the "SHIP Outreach and Education Calendar" is now being utilized by all the other local public health departments in Utah, providing for consistent health messaging across the entire state.</p> <p><u>Septic System pumpers and haulers in Summit County now reporting to Health Department</u></p>

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	<p>The Summit County Health Department has implemented a new reporting and permitting system for waste haulers working in Summit County. Environmental Scientist, Nate Brooks, is leading the project for the Health Department. Haulers will be permitted and inspected by the Health Department. Also, they will report to us pumping frequency, the exact location of the pumping site (using GPS), and the destination of their waste. A training was held at the PC Health Building and all haulers working in our area attended.</p> <div data-bbox="321 384 621 678" style="border: 1px solid black; padding: 5px; text-align: center;"> <p>2015</p>  <p>Waste Contractor Permit</p> <p>Permit Number</p> <p><small>THIS PERMIT MAY BE REVOKED AT ANY TIME FOR CAUSE.</small></p> </div> <p><i>Health Director, Rich Bullough, elected to lead Utah Health Officer Association</i></p> <p>Rich Bullough has been elected as President of the Utah Health Officer Association. His term began June 2014 and will end May 2015. He is working to better align statewide Local Health Departments on important issues to have greater impact across Utah</p>
Information Technology	<p><u>Submitted by Ron Boyer, I.T. Director:</u></p> <p>Two employees attended the Spillman conference in Salt Lake City. Kory Vernon also patched the Spillman server to prevent the Bash exploit.</p> <p>Jeff Ward has been attending Certified Cadastral Mapper training. This supplements the goal of mapping parcels in the ESRI Parcel Fabric layer in the Recorder's Office.</p> <p>As part of the budget committee meetings, IT employees have been going over requests for software and computers in the 2015 budget.</p> <p>Carrie Prevedel has been adding minutes from County Council and the Planning Commissions to the agendas on the CivicPlus website.</p> <p>The time-clocks in all of the county buildings will provide accrual information with the swipe of an employee's ID badge.</p> <p>Eleven computers were replaced in various departments. Ryan Lichfield was also able to figure out the security software issue with the Mac Minis in the Kimball's Junction Branch Library.</p> <p>Continue to finalize the equipment that needs to be purchased for the new phone system. Different handsets will need to be ordered depending on the job function of the employee. Some employees will not have a handset at all and will just rely upon a smart phone app or softphone on their computer.</p>
Justice Center	
Library	
Mountain Regional Water	<p><u>Submitted by Andy Armstrong, Director:</u></p> <p>MRW is working on the following:</p> <p>Bonding: We are meeting with Promontory and Zion to work out contract details and establishing a time line for the \$ 7.5 million bond.</p> <p>We are finishing our SCADA upgrade and finishing all the associated programming with the new equipment</p> <p>We are finalizing the Black Hawk Station upgrade.</p> <p>We are working on the 2015 budget.</p> <p>We are working to winterize our distribution system</p>
Park City Fire	

<u>Department</u>	<u>Description of Updates</u>
Service District	
Personnel	<p data-bbox="321 180 894 214"><u>Submitted by Brian Bellamy, Personnel Director:</u></p> <p data-bbox="321 214 448 247">Personnel</p> <ol style="list-style-type: none"> <li data-bbox="370 247 607 281">1. Jobs Advertised <ol style="list-style-type: none"> <li data-bbox="467 281 1029 315">a. Clinical Aide/Interpreter – Closes October 3 <li data-bbox="467 315 1049 348">b. Deputy Sheriff/part time – Closes October 10 <li data-bbox="467 348 781 382">c. Reserve Deputy/Temp <li data-bbox="370 390 678 424">2. Applications Received <ol style="list-style-type: none"> <li data-bbox="467 424 764 457">a. County Manager - 43 <li data-bbox="467 457 695 491">b. Dispatcher - 36 <li data-bbox="467 491 841 525">c. Clinical Aide/Interpreter - 6 <li data-bbox="467 525 737 558">d. Deputy Sheriff - 19 <li data-bbox="467 558 834 592">e. Reserve Deputy/Temp - 10 <li data-bbox="370 600 613 634">3. Job Offers Made <ol style="list-style-type: none"> <li data-bbox="467 634 646 667">a. Dispatcher <li data-bbox="467 667 662 701">b. Deputies (2) <li data-bbox="467 701 769 735">c. Management Analyst <li data-bbox="467 735 711 768">d. Sheriff Secretary <li data-bbox="467 768 760 802">e. Reserve Deputies (3) <li data-bbox="370 810 813 844">4. Interviews/Testing set up - 27/18 <li data-bbox="370 844 922 877">5. Positions Advertised in 2013/2014 – 36/41 <li data-bbox="370 877 997 911">6. Applications received in 2013/2014 – 1629/1205 <li data-bbox="370 911 699 945">7. 5 new hire orientations <li data-bbox="370 945 532 978">8. 5 E-verify <li data-bbox="370 978 646 1012">9. 5 biometric testing <li data-bbox="370 1012 818 1045">10. 3 seasonal employees furloughed <li data-bbox="370 1045 932 1079">11. 202 letters sent to unsuccessful candidates <li data-bbox="370 1079 1409 1113">12. 4 new Worker’s Comp claims filed for total of 16 claims for 2014/22 claims for 2013 <li data-bbox="370 1113 834 1146">13. 1 employee out on Worker’s Comp <li data-bbox="370 1146 1036 1180">14. 0 employees returned to work from Worker’s Comp <li data-bbox="370 1180 922 1213">15. 0 employees on Worker’s Comp light duty <li data-bbox="370 1213 1507 1289">16. 0 new disability claims filed, includes FMLA documentation for total of 6 claims for 2014/19 claims for 2013 <li data-bbox="370 1289 857 1323">17. 2 employees on short term disability <li data-bbox="370 1323 841 1356">18. 0 employees on disability light duty <li data-bbox="370 1356 764 1390">19. 0 unemployment claims filed <li data-bbox="370 1390 834 1423">20. 1 unemployment claims being paid <li data-bbox="370 1423 857 1457">21. 0 employees resigned their positions <li data-bbox="370 1457 646 1491">22. 1 employee retired <li data-bbox="370 1491 699 1524">23. 0 employee terminated <li data-bbox="370 1524 704 1558">24. 6 pre-employ drug tests <li data-bbox="370 1558 662 1591">25. 0 random drug tests <li data-bbox="370 1591 716 1625">26. 0 post accident drug test <li data-bbox="370 1625 667 1659">27. 0 follow up drug test <li data-bbox="370 1659 1057 1692">28. 4 employees met personally with 401k representative <li data-bbox="370 1692 1451 1726">29. 304 employees participated in sexual harassment seminars including video on the Buzz <li data-bbox="370 1726 1279 1759">30. Distributed 311 candy bars to employees expressing the County’s thanks <li data-bbox="370 1759 1175 1793">31. Worked with Department Heads and employees on evaluations <li data-bbox="370 1793 1052 1827">32. Met with 3 employees to discuss retirement and URS <li data-bbox="370 1827 1386 1860">33. Meeting with ULGT regarding self-insurance for liability, auto and Worker’s Comp

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	<p>34. Meet with payroll regarding hours for 2015 budget</p> <p>35. Participated in HUB webinar regarding PCORI insurance for the ACA</p> <p>36. Participated in KRONOS training regarding benefits</p> <p>37. Met with Basin Recreation regarding salary/hourly employees</p> <p>38. Participated in Insurance Meetings with our partners and insurance renewal</p> <p>39. Participated in budget committee</p> <p>40. Held three meetings with the selection committee</p> <p>41. Held meetings regarding take home vehicles</p> <p>42. Meet with MPA candidate and worked on County questions</p> <p>43. Participated in Administrative policy update meetings</p> <p>44. Working with ULGT on driver safety</p> <p>45. Multiple requests for salary and policy information from other agencies</p> <p>46. Multiple telephonic and in person verifications of employment</p> <p>47. Working on Personnel Policy changes (Met with Bob)</p> <p>48. Worked with two department heads/ division directors and County Attorney's Office regarding employee discipline issues</p> <p>49. Met multiple times with department heads and employees regarding employee issues</p> <p>50. Continue to answer public inquiries regarding county employment</p> <p>51. Serve county employee's needs</p>
Public Works	<p><u>Submitted by Derrick Radke, Public Works Director:</u></p> <p>Road Crew</p> <ul style="list-style-type: none"> • Sign Build/Installation/Replacement & Guardrail Reflector Replacement • Bus Shelter Maintenance • Chipping Projects • Inmate Work Crew continues to paint Roadway Symbols • Managing Road Painting Contractor • Repair of miscellaneous curb & gutter <p>Public Works Misc.</p> <ul style="list-style-type: none"> • Small Urban Transportation Committee Meeting • Capital Plan Development • Transit Operations and Planning • Snyderville Basin Transportation Master Plan + Mountain Acord • Tesoro Pipeline Review & NEPA Misc. • Fairgrounds Planning, Water & Sewer <ul style="list-style-type: none"> ○ Discussion with Hoytsville Pipeline Company • Tollgate, Forest Meadow Road Grant Agreement • Hoytsville Pressurized Pipeline Permit • Kimball Circulator Feasibility • Uinta Pipeline <ul style="list-style-type: none"> ○ Meeting with Summit County Stakeholders on Eastern Kamas Valley Route ○ Developed Comments and forwarded to Tesoro <p>Weed Dept.</p> <ul style="list-style-type: none"> • We have sprayed a total of 1694 acres on county right of ways. • Continued fall spraying which includes all Thistles, Dyer's Woad, Yellow Toadflax. • Continue to loan sprayers • Started fall Helicopter spraying. • Fall Mowing of the road sides in the county <p>Solid Waste</p> <ul style="list-style-type: none"> • Received the final draft of the Solid Waste Master Plan. Will be reviewed and then final

<u>Department</u>	<u>Description of Updates</u>
	<p>copies made for presentation to the Council.</p> <ul style="list-style-type: none"> • Cole Pace is back to work “light duty” • No sign of the bear at the Weber drop-off facility lately. • Chevio had an accident last Wed. He tipped one of the 10-wheelers on its side. • Met yesterday with PCMC and Recycle Utah to discuss ideas and a possible transfer station collaboration. Looks as though PCMC is going to move Recycle Utah and they are seriously weighing options with the most likely the “Triangle parcel”. This could be good and bad. Good= shared resources and community outreach, Bad=tough to define each party’s role and responsibilities. • Had the remaining operational 10-wheeler repaired by Don Snyder in Henefer. Quote for new hydraulic/diesel tank combo was approx. \$3k and the repair will only cost approx. \$250. <p>Wildland Fire</p> <ul style="list-style-type: none"> • Issued 15 Burn permit South Summit North Summit. • Trip to Monviso to check on burn piles # and locations; Hazard fuel reduction along road areas; and a defensible space on Gill property • Area staff meeting and training on new State Billing Program. • Fuel break project in Echo Creek Ranches. • Gathered up 2013 Rockport billing info for the County /State Audit and turned in to Mike. Worked with County GIS and IT to get the up to date Interface maps on the County Web Site in Fire warden and Building sites. • Responded to Lighting strike Smith Morehouse area
Recorder	
Treasurer	
Sheriff	
Snyderville Basin Recreation	
USU Extension	<p><u>Submitted by Sterling Banks:</u></p> <ul style="list-style-type: none"> - Summit County was well represented at the Utah State Fair with over 75 county youth participating and exhibiting over 150 4-H projects ranging from livestock to home arts. Several of them received rosette ribbons for their efforts. - Seventeen (17) Summit County youth 4-H horse members represented Summit County at the State Individual 4-H Horse Show this past week. They competed against the top 4-H horse riders throughout Utah. They qualified to compete at this state show by participating in the local county 4-H horse shows this past summer. - USU Extension held two county homemaker workshops this past month on canning and food preparation with 35 home makers in attendance. - Over 400 Summit County residents contacted our office during the past month asking for help with gardening, agriculture, canning, cooking and 4-H related questions

COMMUNITY DEVELOPMENT

- The department received 10 new planning applications and 22 new building applications the past week as follows:

NEW PLANNING APPLICATIONS September 25 – October 1, 2014

Project Number	Description
14-253	Redrock Relay Special Event Zack Collings Special Event
14-254	Promontory Final Site Plan Rich Sonntag Final Site Plan Promontory Ranch Club
14-255	Borjigin Ag Exempt Vincent Pao-Borjigin Ag Exempt 385 Wasatch Way SL-F-343
14-256	Woodenshoe Ranch Greene PA Senta Boyer Plat Amendment 4101 N. Woodenshoe Lane WSRH-2
14-257	Silver Mountain Building PA Summit Engineering Plat Amendment 1526 Ute Blvd, 225 & 231 SMB-204-AM, SMB-205-AM
14-258	Redstone Wasatch & Wool Sign Permit Margaux Kelleher Sign Permit 1635 W Redstone Center Dr RS-4-1AM
14-259	Camp Oakley CUP Paul Feser Conditional Use Permit SR32 mile 4.7 from Oakley CD-195
14-260	Rendezvous Ranch TUP Jordan Richins Temporary Use Permit 4400 Weber Canyon Ranch CD-679
14-261	Canyons Golf Cart Storage Building LIP Spencer White Low Impact Permit 3800 N. Willow Draw PP-74-G
14-262	Silver Creek Business Park City Storage Sign Robert Holmes Sign 6423 N. Pace Frontage Road SCBP-9-AM

NEW BUILDING PERMITS
September 25 – October 1, 2014

Name	Address	Description
Mikael Moench	165 Parkview Drive	Single Family Dwelling
Jim Peacock Pine Mtn Mutune Wat	6464 E Weber Canyon Road East Gate	Meter For RV Parking
Haggar Clothing CO	6699 N Landmark Drive	T.I. Tanger Factory Outlets
Vincent Pao	385 Wasatch Way	Electrical To Barn
Don Beddia	147 Sky Lane	Barn To Living Space
Grant Rust	274 E Big Canyon Lane Lot #2	R.V Storage/ Barn
Kam Leang	1251 Whileway Road	Garage/Storage
Utah 7000 Cabins LLC	9147 Alice Court	Single Family Dwelling
Jerry & Kerry Pace (Rocky Pace)	1430 S West Hoytsville Road	Single Family Dwelling
Pieter and Theresa Kroon	1382 Meadow Loop RD #3	Loft
Cody & Michelle Downard	316 Fox Run Hollow	Shed
Sharon Lehr	1615 West Fort Road	Bath Remodel
Resort Retailers	4575 N Silver Springs Drive	Interior Office Space
Richard Moder	6200 Snowview	Solar
Roger & Coinden Medel	89 White Pine Canyon Road	Kitchen Addition
Utah Olympic Park-Colin Hilton	Aerial Ski Utah Olympic Park	Demo
Mark Shephard	2408 Holladay Ranch Loop Road	Boiler
Natalie Diaz	5024 Charlais Lane	Water Heater
NewPark Bailey Dental	1389 Center Drive	Dental Office
Rich & Rhonda Bukovinsky	7145 Glen Wild Drive	Water Heater
Mark & Ting Turner	6297 Parkridge Drive	Water Heater
Laurie Wing	8061 Juniper Dive	Gas Line