

**MINUTES OF THE WASATCH COUNTY COUNCIL  
ACTING AS  
THE GOVERNING BOARD OF THE TWIN CREEKS  
SPECIAL SERVICE DISTRICT  
MARCH 12, 2024**

**PRESENT:** Board Chair Karl McMillan  
Board Member Mark Nelson  
Board Member Erik Rowland via zoom.  
Board Member Luke Searle via zoom.  
Board Member Kendall Crittenden

**EXCUSED:** Board Member Steve Farrell  
Board Member Spencer Park

**STAFF:** Max Covey, the General Manager  
Dana Kohler, Administrative Assistant  
Kierstan Smith, CPA  
Chance Morris, Distribution/Collections Manager  
Shari Coleman, Accounting Assistant.  
Theresa Baronek, District Treasurer  
Wade Webster, Keetley Water Treatment Plant Manager  
Doug Scow, Water Rights Manager  
Rick Tatton, Court Reporter via zoom.

Board Chair Karl McMillan called the meeting to order at 4:05 p.m. on Tuesday, March 12, 2024. The record should show that all the Governing Board of the Twin Creeks Special Service District are present. Also, that Board Member Erik Rowland and Board Member Luke Searle are via zoom. Board Member Steve Farrell and Spencer Park are excused. The record should also show that the Governing Board of the Twin Creeks Special Service District are meeting in the Wasatch County Council Administration building located at 25 North Main, Heber City, Utah 84032. Board Chair Karl McMillan then called the first agenda item.

**APPROVAL OF THE MINUTES FOR THE FEBRUARY 13, 2024, MEETING**

**Board Member Kendall Crittenden made a motion to approve the minutes for February 13, 2024, as written. Board Member Mark Nelson seconded the motion, and the motion carries with the following vote:**

**AYE: Board Chair Karl McMillan**

**AYE: Board Member Luke Searle via zoom**  
**AYE: Board Member Kendall Crittenden**  
**AYE: Board Member Erik Rowland**  
**AYE: Board Member Mark Nelson**

**NAY: None.**

### **WARRANT LIST APPROVAL**

**Board Member Mark Nelson made a motion to approve the warrant list in the amount of \$156,337.89. Board Member Kendall Crittenden seconded the motion, and the motion carries with the following vote:**

**AYE: Board Chair Karl McMillan**  
**AYE: Board Member Luke Searle via zoom**  
**AYE: Board Member Kendall Crittenden**  
**AYE: Board Member Erik Rowland**  
**AYE: Board Member Mark Nelson**

**NAY: None**

### **TCSSD PRV PROJECT BID AWARD**

Max Covey, the General Manager, addressed the Governing Board of the Twin Creeks Special Service District and indicated that in September of 2022 Twin Creeks Special Service District or the District applied for and obtained a \$1 million grant through the American Rescue Plan Act of 2021 ARPA to improve and increase the reliability of their culinary water system. This funding will be used on the District's Water System Resiliency Project, which consists of several improvement needs throughout the district. The \$1 million ARPA grant requires that the district match the grant amount in their own spending 100 percent match on the project and requires that all ARPA Project funds be obligated by December 31, 2024, and fully spent by December 31, 2026. The overall project consists of multiple improvement needs throughout the district including rehabilitation, PRV installations, water system conveys and connectivity between Lake Creek Road and 1200 South, and Lindsay reservoir dam outlet rehabilitation.

In July 2023, an invitation for bids was issued for phase 1 portion of the project including five PRV locations. No bids were received from contractors. In February of this year a Phase 1 project was reissued for contractor bids with six PRV locations. Six contractor bids were received.

Signature Contractors was the low bid for \$315,247.04.

Of note the costs for Bid Schedule E, located at Lindsay Ridge Way will be share with the Lindsay Hill Subdivision developer who will pay fifty percent of the cost. Also, the costs for Bid

Schedule F will be reimbursed to TCSSD by the Meadow Views subdivision developer as this location is the interconnection between the TCSSD water system and Center Creek Water System. This connection is a requirement of Meadow Views by Center Creek Water System to provide the source supply from Center Creek Water System CUP M&I water deliveries from TCSSD.

TCSSD will purchase the prefabricated PRV vaults from the supplier and provide the PRV vaults to the contractor for installation. This results in a six percent saving for each PRV vault. The PRV vaults themselves are \$450,777.00 so the total project cost is \$766,024.00. Our engineer has reviewed the plans, reviewed the bids, and found that they are complete. We would recommend awarding the bid of this project to Signature Contractors to start construction as soon as possible. We will complete all of this prior to October 1, 2024, which would allow for the paving to happen and to make sure that we are ready for the plowing season for Wasatch County. There are no rights-of-way just coordination with Wasatch County. The bid amount for Signature Contractors was the low bid for \$315,247.04.

Max Covey indicated that the goal of the total project is to have PRV's installed this year, all the piping completed by the end of next summer and all the funds that we received spent, and the project completed.

**Board Member Mark Nelson made a motion to go with the director's recommendation and approve the awarding of the contract to Signature Contractors. Board Member Kendall Crittenden seconded the motion, and the motion carries with the following vote:**

**AYE: Board Chair Karl McMillan  
AYE: Board Member Luke Searle  
AYE: Board Member Erik Rowland  
AYE: Board Member Mark Nelson  
AYE: Board Member Kendall Crittenden**

**NAY: None.**

#### **MANAGER'S REPORT**

Max Covey, the General Manager, addressed the Governing Board of the Twin Creeks Special Service District and indicated that there are a lot of projects going on down in the Twin Creeks Area. It will be a big year for us.

#### **OTHER BUSINESS**

Max Covey, the General Manager, and the Governing Board of the Twin Creeks Special Service District both indicated that they have nothing further.

## **ADJOURNMENT**

**Board Member Kendall Crittenden made a motion to adjourn. Board Member Mark Nelson seconded the motion, and the motion carries with the following vote:**

**AYE: Board Chair Karl McMillan  
AYE: Board Member Luke Searle  
AYE: Board Member Kendall Crittenden  
AYE: Board Member Erik Rowland  
AYE: Board Member Mark Nelson**

**NAY: None.**

Meeting adjourned at 4:04 p.m.

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KARL MCMILLAN/BOARD CHAIR