

# NORTH FORK SPECIAL SERVICE DISTRICT MONTHLY MEETING OF THE BOARD OF OFFICERS

January 11, 2024, at 7:00 p.m.

This meeting was hosted via Zoom Application without an anchor location. Any members of the public that would like to join the public portion of NFSSD meetings and hearing should email a request for invite to the District Clerk at [admin@NFSSD.org](mailto:admin@NFSSD.org) or call 801.225.7263 or 801.404.4734 prior to the meeting and or hearing.

Visit [NFSSD.org](http://NFSSD.org) for additional information including meeting minutes and a link to access The Little Manual for Local and Special Service Districts.

## Monthly Meeting of the Board of Officers

At 7:03 p.m. the meeting was brought to order.

### **Board members present:**

Dr. Stephen Minton-Chairman, Stewart Olsen-Vice Chairman, Gary Liddiard-Treasurer, Duaine Dorton-Trustee, Scott Hart-Trustee, Chad Linebaugh-Trustee

\*Keith Payne-Trustee joined at 7:26 p.m.

### **Staff members present:**

Emily Johnson-District Clerk, Joe Martin-Controller, Blake Sonderegger-Engineer, David Marsella-Fire Chief

\*Aubrie Lincoln-Public Works joined at 7:19 p.m.

### **Public present:**

Ann Marie Howard, Steve Spiker, Steve Brightline

### **Public Comments:**

Steve Spiker, HOA President/resident thanked the board for their hard work.

## Informational Items

### **1. Fire/EMS Report**

- Chief Marsella reports there were 33 calls for service in December 2023. EMS billings for December have been submitted in the amount of \$33,696.22, the District has received \$5,834.83 of that.
- Wildland billings and grants YTD collected in the amount of \$745,049.59.
- Architectural Plans for the proposed fire station contractor will be discussed in the action item portion of this meeting.

### **2. District Clerk Information**

Emily Johnson reported that the District website [NFSSD.org](http://NFSSD.org) is being developed. General information can now be accessed online as the remainder of the site is further developed.

The County Commissioners have posted the 2 board seats for North Fork. Applications will be accepted through 02/16/2024, instructions are posted at the mailboxes, online as well as at the fire station.

### **3. Financial Information**

Joe Martin reported he will be sending out financials after this meeting. 2023 audit preparations will begin soon.

### **4. Water/Wastewater Report**

## Water Department Information for December

- Our overall water consumption is lower than compared to this time last year.
- Aspen Grove wet-well levels are averaging 6.6 feet for December 2023 which is less than a foot down from last month. This time last year for December 2022, our average was 4.9 feet. The average is higher this year compared to last.
- Stewart Spring is averaging 76.5 gpm for December 2023. This time last year it was averaging 0 gpm for December.
- Installed an overflow meter at Stewart spring in mid Dec. Its reading as of January 8th was 1.7 million gallons.
- Unaccounted water
  - Upper Pressure Zone
  - Lower/Stewart Zone
    - Our team has been replacing meters as we get them in. Doing a fantastic job! We are starting to put in cellular endpoints as we get them.
- Infiltration Sampling 3 months in. 3 more to go.

## Wastewater Department Information for December

- We have two labs for December. All was within limits.
- The Plant upgrade is moving forward 90 percent drawings will be looked at soon.
- Working with Sundance to get the drain field radio back up and running.
- A permeate pump went out. We replaced the pump, but we are still having an electrical issue the starter and thermo-breaker are outdated. We did find a thermos-breaker and are hoping that will fix the issue. If not, we will need to find a starter.

## 5. Committee Reports

**Duaine Dorton-Finance Committee Chairman** reported his committee met this month. Discussions of the proposed fire station funding took place. Nathan Bracken-District's legal Counsel and Japeth of Zions bank is working with the County Commissioners regarding the LBA approval, this will be discussed in the February meeting. Duaine reports that the proposed timeline for the station doesn't seem to be an issue.

### Action Items

#### 1. Approval of the December 2023, Meeting Minutes

Duaine Dorton moved to accept the minutes as written. Chad Linebaugh seconded. All aye and no opposed. Motion passed.

#### 2. Fire Station Expansion/Contractor

Keith Payne motioned to table this matter; Duaine Dorton seconded. All aye and no opposed. Matter tabled.

Gary Liddiard motioned to table this matter until Stewart Olsen can further research the properties of customer Craig Cusick and transfer of water share. Keith Payne seconded the motion, all aye and no opposed.

At 8:06 p.m. Duaine Dorton motioned to close the January 2024 meeting of the board of officers. Keith Payne seconded, all aye and no opposed. Meeting adjourned.

- Meeting recording and notes taken by District Clerk.
- Materials presented in the meeting are available at the Utah Public Notice Website which can be accessed through NFSSD.org.