

**SAN JUAN TRANSPORTATION SPECIAL SERVICE DISTRICT  
MEETING MINUTES**

**Monday ▪ November 6, 2023 ▪ 7:00 p.m.  
117 S Main, Monticello, UT**

**1. Call to Order** - The special meeting of the San Juan Transportation Special Service District was called to order by George Rice at 7:06 p.m., on Monday, November 6, 2023. The following persons were present for all, or portions of the meeting.

**Transportation District Board Members**

**Chairman:** George Rice

**Vice Chairman:** Michael Haviken

**Secretary/Treasurer:**

Shane Shumway

Eric Grover (not present)

Kirk Crowley

**Clerk:** Cindi Holyoak

**Special Service District Administrator:** Kelly Pehrson

**Visitors**

Todd Adair

**2. Minutes Approval:** Motion was made by Michael Haviken to approve the minutes of the August 7, 2023 meeting. The motion was seconded by Shane Shumway. The motion passed unanimously.

**3. Board Updates:** George Rice reported that the City of Monticello completed chip seal surfacing on a few of the roads, just in time for winter.

**4. Financial Review:** Administrator Pehrson included a balance sheet for the board to review with the following summary:

**\$56,128 in the checking account**

**\$804,000 in the SRS fund 638**

**\$2.2 million in the mineral lease fund 3463**

**Total assets: 3.1 million.**

**Liabilities:**

**Loan of \$500,000 is down to \$203,000**

**CIB Bond of \$2.1 million is down to \$894,000**

**Total liabilities: \$1,097,000**

**Profit/Loss: Total mineral lease income**

**Jan - November: \$378,979.42**

**Federal Payments: \$334,097.80**

**Interest income: \$127,412.13**

**Total Income: \$840,489.35**

**Expenses:**

**Payroll & Taxes: \$5,193**

**Legal & Accounting: \$2,400**

**Professional Services: \$12,450**

**Insurance: \$2944.00**

**Board Stipend: \$825.00**

**Pay to other Governmental Units: \$691,437.77**

**Total Expenses: \$752,596.78**

#### **5. Public Hearing - 2023 Budget Adjustments:**

Chairman George Rice opened the hearing at 7:14 p.m. Administrator Pehrson reviewed the budget adjustments. Copies were available for the Board to review. There was no public comment. The hearing was closed at 7:20 p.m.

#### **6. Consider 2023 Budget Adjustments:**

**MOTION was made by Michael Haviken to approve the adjustments for the 2023 budget, as presented. The motion was seconded by Kirk Crowley and opened for discussion.**

**Michael Haviken: Aye**

**George Rice: Aye**

**Erik Grover: Not present**

**Shane Shumway: Aye**

**Kirk Crowley: Aye**

**The motion passed unanimously.**

#### **7. Public Hearing - 2024 Final Budget**

George Rice opened the hearing to the public at 7:22 p.m. Administrator Pehrson went over the 2024 Final Budget document for those listening to the meeting. The 2024 budget includes the purchase of a computer and Quickbooks Online. Todd Adair asked about the project on 206 Perkins Ranch. Administrator Pehrson said \$315,000 was added, plus there is over \$800,000 in savings, so there is potentially a little over a million. He advised Todd to make a project proposal to the Board to utilize the funds. There was no further discussion. The public hearing was closed at 7:26 pm. Administrator Pehrson advised that with the price of asphalt going way up, to consider, down the road when the bonds are paid, going back to CIB and doing a big bond to fix

a bunch of roads in all the communities at one time to receive the benefit of a matched grant so that 50% of the project will be paid through the grant.

**8. Consider 2024 Final Budget:**

**MOTION was made by Kirk Crowley to approve the 2024 final budget. The motion was seconded by Michael Haviken, and opened for discussion.**

**Michael Haviken: Aye**

**George Rice: Aye**

**Erik Grover: not present**

**Shane Shumway: Aye**

**Kirk Crowley: Aye**

**The motion passed unanimously.**

**9. Consider Accounts Payable:**

Michael Haviken expressed his appreciation to the Board for the disbursement for the Town of Bluff. He said, thanks to that disbursement, the Town is on the verge of hiring a consulting engineer.

Shane Shumway stated, "I agree, George, how nice the roads look. It would be nice that the public knew that this money was coming from oil and that they are getting a benefit from oil in the area. It'd be kind of nice if information was out there."

Kelly Pehrson: "I can see if I can write a little letter to the editor and see if Bill will put it out there."

Shane Shumway: "Yeah, it would just be nice if they knew that they're getting some benefits from the oil and a few things - just a thought."

Kelly Pehrson: "We need to have everyone understand we used to get four million and now we're barely getting \$450,000."

All payments for approval were included in the packet for review. **MOTION was made by Shane Shumway to approve the payables, as presented. The motion was seconded by Kirk Crowley and passed unanimously.**

**Michael Haviken: Aye**

**George Rice: Aye**

**Erik Grover: not present**

**Shane Shumway: Aye**

**Kirk Crowley: Aye**

**The motion passed unanimously.**

**10. Upcoming Meeting Schedule:**

**Mar 4, 2024 7:00 PM**

**Jun 3, 2024 7:00 PM**

**Sept 9, 2024 7:00 PM**

**Nov 18, 2024 7:00 PM**

**11. Other Business:** Administrator Pehrson said he is still looking for a board member to represent the northern area of the county. There was discussion about contacting Shane Deeter. A letter of intent/desire to serve on the Board should be sent to Mac McDonald.

**12. Adjournment:** Motion was made by Michael Haviken to adjourn the meeting at 7:38 p.m. The motion was seconded by Kirk Crowley and passed unanimously.

Attest: /s/Cindi Holyoak

Approved: /s/ George Rice, Chairman 03/04/2024