

## **North Tooele City Special Service District Business Meeting**

**Date:** Wednesday, March 21, 2024

**Time:** 8:00 p.m.

**Place:** Tooele City Hall, Conference Room 224  
90 North Main Street, Tooele, Utah

### **Board Members Present:**

Jeff Hammer

Amanda Graf

Katriana Call

Jed Winder

Brian Roth

### **Others Present:**

Chris Springer, Jensen Family Landscape

Minutes prepared by Katherin Yei

Chairman Hammer called the meeting to order at 8:07 p.m.

### **1. Open Forum for Public Hearing**

The public forum was opened. No one came forward. The public forum was closed.

### **2. City Council Report**

Council Member Brady was excused from the meeting. There was nothing new to report.

### **3. Maintenance Coordinator's Report on Past and Present Actions**

*Presented by Amanda Graf*

Board Member Graf presented the items reported from Facebook. These will be sent to Shilo Baker in the Mayor's office of Tooele City.

### **4. Vice Treasurer's Report**

*Presented by Jed Winder,*

One to two checks are received per month and deposited.

### **A. Approval of Invoices and Reimbursements**

Board Member Winder presented the following invoices for approval:

Travis Brady for January, February, and March services in the amount of \$189.07.

Jensen Family Landscape for November through February in the amount of \$8,856.50.

**Board Member Roth motioned to approve the invoices.** Board Member Call seconded the motion. The vote was as follows: Board Member Hammer, “Aye”, Board Member Graf, “Aye”, Board Member Call, “Aye”, Board Member Winder, “Aye”, and Board Member Roth, “Aye”. The motion passed.

**B. Status of Budget/Expenses for Fiscal Year 2023**

Mr. Brady has emailed reports to the board to view.

**5. Resolution 2024-01: A Resolution Of The North Tooele City Special Service District Administrative Control Board Establishing The Dates, Time, And Place Of Its Public Meetings For Calendar Year 2024**

Chairman Hammer presented the dates, time, and place of the public meetings for calendar Year 2024.

They are stated as the following:

March 21, 2024

April 25, 2024 --No meeting, reserved for District training.

May 16, 2024

June 20, 2024

July -- No scheduled meeting

August 15, 2024

September 26, 2024

October 24, 2024

November 21, 2024

December - No scheduled meeting

**Board Member Graf motioned to approve the dates as stated.** Board Member Winder seconded the motion. The vote was as follows: Board Member Hammer, “Aye”, Board Member Graf, “Aye”, Board Member Call, “Aye”, Board Member Winder, “Aye”, and Board Member Roth, “Aye”. The motion passed.

**6. Election of Board Officers for Calendar Year 2024**

**Jed Hammer was nominated as Chairman for calendar year 2024.** The vote was as follows: Board Member Hammer, “Aye”, Board Member Graf, “Aye”, Board Member Call, “Aye”, Board Member Winder, “Aye”, and Board Member Roth, “Aye”. The motion passed.

**Bryan Roth was nominated as Vice-Chairman for calendar year 2024.** The vote was as follows: Board Member Hammer, “Aye”, Board Member Graf, “Aye”, Board Member Call, “Aye”, Board Member Winder, “Aye”, and Board Member Roth, “Aye”. The motion passed.

**Katrina Call was nominated as Maintenance Coordinator for calendar year 2024.** The vote was as follows: Board Member Hammer, “Aye”, Board Member Graf, “Aye”, Board Member

Call, “Aye”, Board Member Winder, “Aye”, and Board Member Roth, “Aye”. The motion passed.

**Jed Winder was nominated as Treasurer for calendar year 2024.** The vote was as follows: Board Member Hammer, “Aye”, Board Member Graf, “Aye”, Board Member Call, “Aye”, Board Member Winder, “Aye”, and Board Member Roth, “Aye”. The motion passed.

**7. North Tooele City Special Service District –needs properly published privacy policy statement**

Chairman Hammer Presented the privacy policy statement for North Tooele City Special Service District. The board will have Council Member Brady follow up on the template the City uses.

**8. Chair Report**

The board discussed fixing the signs within the new development in the district. As well as having the map of the service district boundaries development standards easily available.

**9. Next month’s meeting for April 2024 is to take the online Open and Public Meetings Act Training 2024 at: (Please complete this training by April 25, 2024 and email Katherin Yei and Jeff Hammer a copy of your completed online certificate. (There will be no in-person meeting for April 2024. The online training will cover the in-person meeting.**

Open meeting training is due April 25. The board’s certificates will be emailed to Katherin Yei and Jeff Hammer.

**10. Adjourn**

Chairman Hammer adjourned the meeting at 8:43pm.

*The content of the minutes is not intended, nor are they submitted, as a verbatim transcription of the meeting. These minutes are a brief overview of what occurred at the meeting.*

Approved this 16<sup>th</sup> day of May, 2024

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Jeff Hammer, NTCSSD Chair