Meeting Minutes of the San Rafael Special Service District (SRSSD)

Due to restrictions in place during the Covid-19 Pandemic please join SRSSD Meeting from your computer, tablet or smartphone.

https://zoom.us/j/4353813570?pwd=NWduRlZzRCtGNUdnd1d0NkNNdmxlZz09

passcode:Emery

Board Members: **Lynn Sitterud-Chairman**
Jordan Leonard-Vice Chairman
Keven Jensen-Board Member

June 18, 2024
2:00 p.m.
75 E Main Street, Castle Dale, UT 84513

IN ATTENDANCE: Lynn Sitterud, Jordan Leonard, Keven Jensen, Maegan Crosland, Jeremy Pearson. Online: Eric Johnson, Debi Carty and Melanie Sasser.

1. **Approval of meeting minutes from the May 21, 2024 SRSSD Meeting**

Motion to approve May 21, 2024 meeting minutes as presented made by Keven Jensen. Second by Jordan Leonard. Approved with votes as follows:

Jensen Aye
Leonard Aye
Sitterud Aye

2. **Approval of bills to be paid and accounting report of the SRSSD**

Accounting report was emailed to the Board. Bills to be paid total $12,617.49

Motion to approve the bills to be paid and accounting report of the SRSSD made by Keven Jensen. Second Jordan Leonard. Approved with votes as follows:

Jensen Aye
Leonard Aye
Sitterud Aye

3. **Discuss/Approve/Deny no-cost lease agreement between OED, SRSSD and Emery County to transfer center management to OED.**

Debi Carty, from the Office of Energy Development, presents stating the main thing this agreement allows OED to do is be able to get the funding in this years budget to the SRSSD. It also allows OED to take on management including paying bills, grant and project management, employees, etc. The transition is in progress, but is not going to be completed by July 1st as originally hoped. This allows us to continue to be reimbursed throughout the process until the transfer is complete. The SRSSD Board will still need to meet for certain situations until the transition is complete. Projects outside of the SRSSD will remain under LBA, this is only SRSSD operations, management, etc.

Director Jeremy Pearson asked what happens to the PTO that the current employees had accumulated? The Board states they will be paid their accumulated time and treated fairly. The Board and OED will work directly with Mary Huntington to make sure employee transition happens correctly and accumulated PTO will be paid to the employees.

Motion to approve the no-cost lease agreement between OED, SRSSD and Emery County to transfer center management to OED. Second by Jordan Leonard. Approved with votes as follows:

Jensen Aye
Leonard Aye
Sitterud Aye

4. **Discuss/Approve/Deny the first of four novation documents to move the DOE grants for microscope and hydrogen to OED.**

This document allows the DOE funding to be awarded to OED rather than to the SRSSD as we phase through transition of management. This allows purchases ear marked to that funding to be purchased by OED and reimbursed to OED rather than the SRSSD. Motion to approve signing the first of four novation documents to move the DOE Grants for microscope and hydrogen to OED made by Jordan Leonard. Second Keven Jensen. Approved with votes as follows:

Jensen Aye
Leonard Aye
Sitterud Aye

5. **Discuss/Approve/Deny Non Disclosure Agreements with Radiant Industries Incorporated, Nucube Energy and TheraPharma Consulting, Inc. and Constituent Partners.**

There are multiple NDA documents being presented and only two of them are reviewed and ready for signature. At this time the Board does not wish to obligate anyone to NDAs as we move through transition of ownership/management of the Center and feel that it would be best to wait until the transition is complete and allowing OED to consider the NDAs and determine if they are comfortable with them. Motion to Deny signing Non Disclosure Agreements at this time made by Keven Jensen. Second by Jordan Leonard. Motion passes with votes as follows:

Jensen Aye
Leonard Aye
Sitterud Aye

6. **Discuss/Approve/Deny PO with terms and conditions for sample analysis and a sample fee schedule to be utilized at the SRERC.**

Because the fee schedule and the simple terms and conditions for sample analysis are a clean up type measure that needed to be implemented some time ago and had not been prepared the Board feels we need to move forward with approving these documents so we can continue to run small sample tests. Motion to approve PO template with terms and conditions for sample analysis and a sample fee schedule to be utilized at the SRERC made by Keven Jensen. Second by Jordan Leonard. Approved with votes as follows:

Jensen Aye
Leonard Aye
Sitterud Aye

7. **Notification- Amendment #2 to contract # 231366 between Emery County and the Office of Energy Development is being discussed for approval in the Emery County Commission Meeting later today.**

No action necessary as this agreement is between OED and Emery County. This will allow us to continue to be reimbursed as we work through transition of the SRERC. This relates directly to the no cost lease agreement, and is the amendment to the current contract extending the effective date.

8. **San Rafael Energy Research Center Director's Report**

Directory Pearson thanks everyone for coming and participating during the Radiant visit. He believes it went well and the conversations with Radiant are still ongoing. Seerstone might be able to provide the graphite that Radiant needs for the work they are pursuing and both are current or potential clients or partners on things at the SRERC. Additionally, Jeremy shares thanks to Lynn Sitterud for creating this Center. Even after the transition to the State happens he believes it is important to keep the Commissioners involved in the goings on at the SRERC. He believes that it will be important to continue to include OED and the Commissioners in conversations and meetings as things progress at the SRERC.

9. **Board Member Comments**

Jordan Leonard says thank you to the SRSSD employees for the time they are working together.

Keven Jensen also extends thanks to the SRSSD employees.

10. **Adjourn**