# Meeting Minutes

**Emery County Special Service District #1**
**P.O. Box 1055, Castle Dale, UT 84513**
**435-381-5217**
**Box Room @ 10:00 a.m.**
**August 12, 2024**

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**Attendance: Board Members Present** Chairman: Bevan Wilson, Vice Chairman, Wayde Nielsen, Kresha Eastman, Kash Winn, Dale Curtis, Secretary, Jan Olsen. Howard Tuttle & Merrial Johansen(J&T), Justin Truman (Road department).

**Absent:** Commissioner, Keven Jensen

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1. **Approval of June 10, 2024 meeting minutes.**
   Wayde Nelsen motioned to approve the June 10th meeting minutes, and Kash Winn seconded the motion and motioned carried.

2. **Approval of July 8, 2024, meeting minutes.**
   Wayde Nelsen motioned to approve the July 8th meeting minutes, and Kash Winn seconded the motion and motioned carried.

3. **Discuss/Approve 2023 ECSSD #1 Audit by Kimball and Roberts**
   Bevan stated the only thing he picked up on was page 19 of the financial statement. The county commissioners do not approve or change our budget in any way. We are a separate entity created by the county commissioners, but we must maintain that separate identity otherwise, the district will not receive the mineral lease distribution. This is something that I'll get with Rick Roberts after our meeting. Bevan will request clarification on items #1 and #3 of page 19. We work under Emery County Procurement Policy and have followed this since 1989. The procurement policy covers hiring consultants for work such as this ECSSD#1 audit that is required annually. Also, it covers hiring consulting engineers for the various projects done annually by District 1.

   Dale Curtis moved to accept Kimball and Roberts's 2023 audit, and Kreisha Eastman seconded the motion. The motion carries.

4. **Discuss/Approve the contract from J & T on the Lawrence East Project. (tabled last meeting)**
   J&T presented a contract for engineering services for the Lawrence East Project; the contract would cover engineering services to design, survey, right of way, permitting construction engineering, provide materials testing, and oversee construction of the Lawrence East Road Widening for a fee of $45,000.00. The preliminary engineering on this project was done previously by J&T so the board could have sufficient information about the project to determine if the project should move forward or not. The fee for this preliminary engineering done by J&T will be paid with the monthly bills for this meeting. The board agreed it's a worthy project and should be done

in the future.

Wayde Nielsen motioned that we deny this contract from J&T. Kash Winn seconded the motion, which was carried.

5. **Discuss/Approve the safety project on Eva Conover Road Ferron West Project.**
   **(tabled last meeting).**
   Discussions were had with the land owners, and under no circumstances, are we to move one rock on that property? A hillside could be moved, but UP&L owns the land. Wayde Nielsen motioned that the project should not be moved forward. Kash Winn seconded the motion, and the motion carried. The road department will put signage around that area to let people know they must be cautious.

6. **Johansen and Tuttle Engineering - Report on current projects.**
   a. **Green River 9-Mile Dip**
      J&T hired Montgomery to do the archaeological study and has given it to the BLM, but they have not heard back from the BLM. I also sent the report to the Core of Engineers. It was discussed in a previous meeting that J&T was authorized to hire a consultant to do the endangered species study as part of the requirement for this project. Wayde suggested in the final permit; it needs to state that Emery County has the authorization to give EC Road Dept. authority to do maintenance work above and below the dip.

   b. **Lawrence East Project**
      As discussed above

7. **Discuss/Approve any change orders generated from work on current projects.**
   Not at this time.

8. **Board Member reports and any other business that may come before the Board.**
   Justin Truman reported that there has been no flooding on the County roads during the recent storms.
   There were some discussions about those trees on Minchey Loop in the Cleveland area that need to be removed. There is a maintenance problem with the trees falling on the road and powerlines. It was also discussed that the road department could work up a list of all tree removal projects that need to be done throughout the County Road system and turn in a budget request for 2025.
   Bevan mentioned that this road district has yet to do tree removal projects in the past. it appears the Board does not want to get involved with these maintenance projects.

9. **Approval of payment of bills, financial reports, and distribution of Mineral Lease funds.**

   a. **Payment of Bills presented by Jan Olsen:**
      Dale Curtis motioned that we pay the bills as presented, and Krisha

Eastman seconded; the motion carried.

b. **Approval of the Distribution of mineral lease revenue:**
For June, in the gross amount of **$199,967.20** less the Carbon shift of **$50,757.00** for a net amount of **$149,210.20** to be distributed as follows:

After EEMSSD's 5% of **$7,460.51,** the remaining amount for distribution to the following Districts is **$141,749.69**

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|---|---|
| ECSSD#1 - 47% | **$ 66,622.35** |
| CVSSD - 16% | **$ 22,679.95** |
| Fire SSD - 16% | **$ 22,679.95** |
| Rec SSD - 16% | **$ 22,679.95** |
| North Emery Water Users - 5% | **$ 7,087.49** |

Kash Winn motioned that we disperse the mineral lease revenue as presented, and Dale Curtis seconded the motion carried.

**10. Adjourn.** The meeting was adjourned.

The next meeting will be held on **September 9, 2024.**