SEVEN COUNTY INFRASTRUCTURE COALITION
MEETING MINUTES
November 14 at 12:00 p.m.
Ruby's Inn in Bryce Canyon (Anchor Location + Electronic)
26 South Main Street
Bryce Canyon, Utah 84764
(801) 712-7622

Board Members Present: Casey Hopes (Carbon County) virtual, Lynn Sitterud (Emery County), Greg Jensen (Sevier County), Brad Horrocks (Uintah County), Silvia Stubbs (San Juan County), Greg Miles (Duchesne County), and Jack Lytle (Daggett County).
Also in attendance: Keith Heaton, Brian Barton, Jon Stearmer, and Stacey Herpel
Attended telephonically: Kelly Carter, Melissa Cano, Melanie Sasser, Daniel Hawley, Jay Johnson, Mark Michel, Will Lane, Candace Powers, Deeda Seed
Others Present: (Please notify staff at 385-337-0033 of any spelling corrections or if you were present and not listed.)

Public Meeting Participation Information:

Please click the link below to join the webinar:

https://jonesanddemille.zoom.us/j/86748043561

Or Join by Telephone:
1-253-215-8782 or
1-346-248-7799 or
1-669-900-6833
Webinar ID: 867 4804 3561

1. Welcome and Pledge of Allegiance (Greg Miles)

Chairman Miles welcomed everyone to the meeting at 12:00 PM. All board members were present with Commissioner Hopes attending virtually. Chairman Miles had everyone in attendance introduce themselves and then moved to the second agenda item.

2. Public Comment (Greg Miles)

Public comment was accepted verbally, during the meeting, telephonically by Zoom, and by electronic written submission at stacey@7county.utah.gov. Electronic written comments will be forwarded to the Board Members. All comments are summarized in the meeting minutes. A complete copy of any written comments submitted may be requested at the email address provided herein. Chairman Miles then turned time over to Melissa Cano for those wishing to make public comments electronically.

Having no comments online and seeing no comments in the Conference Room, Chairman Miles moved to the next item on the agenda.

3. Approval of Meeting Minutes for October 14, 2024 (Greg Miles)

Chairman Miles inquired about changes or updates to the minutes, Director Heaton stated there was one correction that needed to be done prior to posting. Chairman Miles then requested a motion.

Motion to approve October 14, 2024 meeting minutes with mentioned correction was made by Commissioner Jensen and seconded by Commissioner Sitterud.

Chairman Miles called for a vote to approve the minutes. **The motion passed unanimously.**

Chairman Miles then moved to the next agenda item.

4. Review and Approval for the 2025 Tentative Budget (Smuin, Rich & Marsing)

Chairman Miles turned the time over to Director Heaton to go over the review of the 2025 Tentative Budget. Director Heaton stated that it is required annually to create a budget for public review. Today we are asking for a motion to approve the draft to present for public comment and response of any comments. The finalized budget will be approved in the next meeting for the 2025 calendar year. Director Heaton stated that very little has changed from last year's budget and appreciated Jones & DeMille and Smuin, Rich & Marsing for their help in putting this together. Director Heaton turned the time over to Melanie Sasser to go over any changed line items and to answer any questions.

Ms. Sasser stated that just as Director Heaton stated there were not a lot of changes to the 2025 budget compared to last year. There were a few projects that we did add, like the Greendale Resort Planning Project. Ms. Sasser asked the Commissioners if there were any questions regarding the draft of the 2025 budget. Ms. Sasser then stated that if there were no questions, we will need a motion to approve the 2025 tentative budget.

Motion to approve the 2025 tentative budget as written made by Commissioner Sitterud and seconded by Commissioner Lytle.

Chairman Miles called for a vote to approve the 2025 Tentative Budget. **The motion passed unanimously.**

5. Utah San Rafael Energy Lab Board Selection (Greg Miles)

Chairman Miles stated that we did get one seat on the board and will need to select a representative from the Seven County Infrastructure Commissioners.

Commissioner Lytle nominated Commissioner Sitterud to sit on the board if he was interested.

Commissioner Sitterud accepted the nomination.

Chairman Miles thanked the commission and asked if there were any questions or further discussion.

A question was raised if one of the Commissioners were allowed to sit on the board and if there were any restrictions in the Seven County Bylaws.

Jon Stearmer went through the bylaws and stated that there were no restrictions that he could see that would prevent Commissioner Sitterud to be nominated and to sit on the board for the Utah San Rafael Energy Lab. Mr. Stearmer did state that Director Heaton should be involved and attend those meetings when he is available.

Motion to approve Commissioner Sitterud to sit on the Utah San Rafael Energy Lab Board with Director Heaton as an alternative for a 4 year term until further information determines the exact term length was made by Commissioner Lytle and seconded by Commissioner Horrocks.

Chairman Miles called for a vote to approve the motion. **The motion passed unanimously.**

6. Right of way disposal - Kinder Morgan (Jon Stearmer)

Chairman Miles turned the time over to Jon Stearmer to go over the contract for the right of way disposal on Kinder Morgan on the Hickings property for utility use. Mr. Stearmer gave a quick recap about the right of way, Seven County Infrastructure acquired years ago across the Hickens property near the Duchesne River. This area is an important right of way corridor as there is limited private property. Kinder Morgan is wanting to put in a gas line through this area and all parties are agreeable. Kinder Morgan has finalized the financial and real estate transfer with the Hickens and now we are taking care of our portion here. The contract states that we will assign a portion, which is the southern 50 feet, over to Kinder Morgan to use now. That is a long lifespan, but it is not a permanent transfer. When they are done using it, then that interest comes back to Seven County in the future.

Chairman Miles asked if there was any further discussion or questions for Mr. Stearmer about the right of way contract. Seeing no further discussion or questions at this time Chairman Miles requested a motion to approve the Right of Way contract for Kinder Morgan with Chairman Miles as the signer representing Seven County.

Motion to approve the contract for the partial assignment of the Hickens Property easement to Kinder Morgan for utility usage with Chairman Miles as the signer made by Commissioner Horrocks and seconded by Commissioner Sitterud.

Chairman Miles called for a vote to approve the right of way contract and for Chairman Miles to sign. **The motion passed unanimously.**

Chairman Miles asked if there were any additional comments or questions, being none he moved on to the next agenda item.

7. Greendale Recreation Area (Jack Lytle & Keith Heaton)

Chairman Miles turned the time over to Commissioner Lytle for updates on the Greendale Recreation project. Commissioner Lytle thanked the commission and turned the time over to Director Heaton and the Engineers since they have more information on this project at this time.

Director Heaton stated that Mr. John Chadwick, who initiated this project as a developer petitioning the county and presented to this board, has not been in contact with us. This was the same report as last month. Director Heaton stated that he has spoken to John's associate, Steven Shepherd, a few times, and he has not been able to get a hold of Mr. Chadwick either. We are taking that as he may have lost interest in this project or things did not work out the way he expected on the private side.

Director Heaton stated that we have the application ready to submit to the Forest Service and is in compliance with a grant that Daggett County received from the Governor's Office of Economic Opportunity (GOEO). GOEO understands that we have an agreement with Daggett County to administer on their behalf. Everyone that Director Heaton has spoken with is interested in submitting the application and moving forward and working with the Forest Service to conduct an environmental impact statement or an environmental review, which will require additional money. This still leaves us a little short of what a full environmental impact statement will cost. Seven County Infrastructure should begin the process of seeking out a private partner. This will take a couple of months to put a plan together and begin to execute it, but if that is what the board agrees on, then we can start that process. Director Heaton stated that they will give Mr. Chadwick the first option of refusal and give him a deadline to the end of the year to respond to us and let us know his position. If he is not interested then we will seek other revenues or avenues.

Chairman Miles asked if there were any additional comments or questions, being none he moved on to the next agenda item.

8. Uinta Basin Railway Update (Brad Horrocks & Greg Miles)

Chairman Miles stated that he has nothing to add or report at this time and he is looking forward to the trip to Washington DC next month.

Chairman Miles asked if there were any additional comments or questions, being none he moved on to the next agenda item.

9. Utah San Rafael Research Lab (Lynn Sitterud)

Chairman Miles turned the time over to Commissioner Sitterud for the Utah San Rafael Research Lab. Commissioner Sitterud stated that there is not much happening. The new building ran into a few problems in getting the doors and the parts for it, so the building wasn't finished until the last couple of weeks and the state will not finish the purchase or hand over a check until the occupancy permits have been issued for that building. We are still hoping to have everything done before the end of the year.

Chairman Miles thanked Commissioner Sitterud for the update and asked for any questions or further discussion, there being none moved on to the next agenda item.

10. Report on San Juan County Projects (Sylvia Stubbs)

Chairman Miles then turned the time over to Commissioner Stubbs for an update on the multiple projects in San Juan County. Commissioner Stubbs stated that she has no current updates and is waiting for a few scheduled meetings with the tribe to talk about the water possibilities for their communities. Commissioner Stubbs asked if the engineers had any updates.

Dan Hawley stated that they have reached out to Mexican Hat and talked to a few different people and found a little pushback from them. In the beginning they sounded like they were on board with really looking at this and then when it started becoming more realistic they kind of pumped the brakes. So what we are doing is we are putting together some information, if the Navajo Nation were to just pull water out of the river to get to Halchita, we are looking at what that cost could be and comparing that to the cost of interconnecting it. Mr. Hawley stated that he would be reaching out to Commissioner Stubbs in the following week to help set up that meeting. Mr. Hawley stated that there are many benefits to all parties if we look into this some more and start these discussions.

Chairman Miles thanked Commissioner Stubbs and Jones & DeMille for their update and asked if there were any more comments or questions. Chairman Miles then moved to the next agenda item.

11. Executive Director Report (Keith Heaton)

Chairman Miles turned time over to Executive Director Heaton for the director's report. Director Heaton thanked everyone for attending. With the small amount of time we have for this meeting today and understanding that everyone has a lot on their plate, Director Heaton stated he would be brief.

Director Heaton stated that he just wanted to give a quick update on the railway. The dates for the arguments are set with the Supreme Court, which is coming up in less than a month. The final written response brief is due Monday. Director Heaton emailed out the draft response that Mr. Clement and Mr. Johnson put together for the commissioners. If anyone is interested in reading that and making any comments those would need to be in by the end of day Friday. Director Heaton stated that the written arguments are very persuasive in our favor.

Chairman Miles then called for any additional questions for Director Heaton. Chairman Miles thanked Director Heaton and moved on to the next agenda item.

12. Strategic Communication Report (Melissa Cano)

Chairman Miles turned the time over to Melissa Cano for the strategic communications report. Ms. Cano stated that she wanted to share that there have been good media visits this past month and wanted to thank Commissioner Hopes, Director Heaton, and Brian Barton who was their escort, for being great storytellers about Seven County and what we do. It was a great story to share and we will continue to share some of those pieces as they are published and we do have one more network visit that we are working out the details for in the next month.

Chairman Miles asked if there were any questions or discussion from the board, seeing none he then moved on to the next agenda item.

13. Engineers Report (Jones & DeMille)

Chairman Miles turned the time over to Brian Barton with Jones & DeMille for the Engineers Report. Mr. Barton stated that we have heard from everyone and have touched on all the updates that they have right now. Mr. Barton stated that they sent out a summary yesterday and if anyone has any questions about these projects, please reach out. Mr. Barton expressed that they are appreciative of the opportunity to be involved in so many great projects.

Chairman Miles thanked Jones & DeMille for their update and all the work they have been doing. Chairman Miles asked if there were any more questions about the Engineering Report. There being no further discussion, Chairman Miles moved on to the next agenda item.

14. Presentation, Approval and Adoption of Monthly Expenses. (Smuin, Rich & Marsing)

Chairman Miles turned the time over to Melanie Sasser for the presentation, approval and adoption of monthly expenses. Ms. Sasser presented the financial information and requested payment approval today. She went on to request payment approval amounting to $89,427.62. If there is any discussion or review of any items included in the payment request today, she is happy to entertain or discuss those individual line items

SEVEN COUNTY INFRASTRUCTURE COALITION PAYMENT APPROVAL
November 14, 2024 at 12:00 pm
Ruby's Inn - Manzanita Conference Room
26 South Main Street
Bryce Canyon City, Utah 84764

Expenses Previously Approved by Board :

Vendor	Check #	Invoice #	Amount	Description	Grant

Checks Currently Being Approved:

Vendor		Invoice #	Amount	Description	Funding Source
Smuin, Rich & Marsing	3005	49994	3,520.97	Consulting Per Contract	General Grant
Keith Heaton	3006	30	1,671.70	Director's Travel and Admin Expenses	General Grant
Stacey Herpel	3007	1024	1,512.62	Contract Labor	General Grant
Public Employees Health Program	3008	424432	1,668.74	Insurance Premiums - November	General Grant
Health Equity	3009	rfs1fic	2.10	HSA Administration fees - November	General Grant
Jones & DeMille	3010	0135852	3,758.57	Program Management and Engineering	General Grant
Jonathan A Stearmer	3011	10/31/2024	3,001.42	General - Legal Services	General Grant
Jonathan A Stearmer	3012	10/31/2024	4,500.00	Uinta Rail Line - Legal Service	Uinta Basin Railway Project Grant -STB Regulatory and Other Legal Services - Phase 2
Venable LLP (1/2 Invoice)	3013	2749930	29,166.50	Uinta Rail Line - Litigation Challenges to STB Decision	Uinta Basin Railway Project Grant -STB Regulatory and Other Legal Services - Phase 2
Jones & DeMille	3014	0135851	6,950.00	Uinta Rail Line - Engineering	Uinta Basin Railway Project Grant - Program Management Services - Phase 2
Jones & DeMille	3014	0135851	18,500.00	Uinta Rail Line - Engineering	Uinta Basin Railway Project Grant - Strategic Communications - Phase 2
Jones & DeMille	3015	0135853	15,000.00	Navajo Water Settlement - Engineering	Division of Drinking Water
Jonathan A Stearmer	3016	10/31/2024	175.00	Greendale Resort Planning - Legal Services	Daggett County
Total Payment Approval			**$ 89,427.62**		

Motion to approve expenses for November in the amount of $89,427.62 was made by Commissioner Hopes seconded by Commissioner Sitterud.

Chairman Miles called for the vote. **The motion passed unanimously.**

Ms. Sasser then reviewed the balance sheet which was completed by October 31, 2024. It shows the total assets and liabilities of the Coalition with the second page showing profit and loss statements for January through October. We also have included a profit/loss by class which shows the funding and expenditures by project. We have detailed information for activity that has happened through September by project as well. She then asked if there were any questions regarding the financial information.

Motion to approve the financial report for October was made by Commissioner Sitterud seconded by Commissioner Jensen. Chairman Miles called for the vote. **The motion passed unanimously.**

Ms. Sasser, for information purposes only, reviewed the project sheet. This does not require any approval from the Coalition. Mr. Sasser stated that this concluded the financial update to the Coalition.

Chairman Miles thanked Smuin, Rich & Marsing for their work efforts and moved to the next item on the agenda to a closed session.

14. Motion for closed (executive) session pursuant to 52-4-205 (Litigation, personnel, real estate acquisition, &/or character/professional competency). (Greg Miles)

Chairman Miles then requested a motion for a closed session.

Motion to move into closed session for litigation was made by Commissioner Jensen seconded by Commissioner Lytle.

Chairman Miles called for a roll call vote to move into closed session. Motion passed; closed session began at 12:54 PM.

SEVEN COUNTY INFRASTRUCTURE COALITION VOTING

Carbon Board Member	Yea _X_	No ___
Daggett Board Member	Yea _X_	No ___
Duchesne Board Member	Yea _X_	No ___
Emery Board Member	Yea _X_	No ___
San Juan Board Member	Yea _X_	No ___
Sevier Board Member	Yea _X_	No ___
Uintah Board Member	Yea _X_	No ___

Chairman Miles requested a motion to move back into open session and exit the closed session.

Motion to move out of closed session was made by Commissioner Jensen with a second by Commissioner Sitterud.

Chairman Miles called for a roll call vote with motion passing at 1:13 PM.

SEVEN COUNTY INFRASTRUCTURE COALITION VOTING:

Carbon Board Member	Yea _X_	No ___
Daggett Board Member	Yea _X_	No ___
Duchesne Board Member	Yea _X_	No ___
Emery Board Member	Yea _X_	No ___
San Juan Board Member	Yea _X_	No ___
Sevier Board Member	Yea _X_	No ___
Uintah Board Member	Yea _X_	No ___

15. Motion to Adjourn (Greg Miles)

A motion to adjourn was made by Commissioner Hopes at 1:14 PM.

A motion to approve the November 14, 2024 meeting minutes was made by Commissioner

__________________________, seconded by Commissioner ____________________________.

SEVEN COUNTY INFRASTRUCTURE COALITION VOTING:

Carbon Board Member	Yes ___	No ___
Daggett Board Member	Yes ___	No ___
Duchesne Board Member	Yes ___	No ___
Emery Board Member	Yes ___	No ___
San Juan Board Member	Yes ___	No ___
Sevier Board Member	Yes ___	No ___
Uintah Board Member	Yes ___	No ___

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Co-Chair: Greg Miles

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Co-Chair: Casey Hopes

(COALITION SEAL)

ATTEST:

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Stacey Herpel