

Administrative Control Board Meeting
For the Box Elder and Perry City Flood Control
Special Service District
Perry City Offices – 1950 S Highway 89
Tuesday April 15, 2025, 5:15 p.m.

1. Welcome & Call to Order
2. Public Comments
 - (1) Please speak only once (Maximum 3 Minutes) per agenda item.
 - (2) Please speak in a courteous and professional manner.
 - (3) Do not speak to a specific member(s) of the Board, Staff, or Public. (Please speak to the Chairman of the Board Members as a Group)
 - (4) Please present possible solutions for all problems identified; and
 - (5) No decisions will be made during this meeting if the item is not specifically on the agenda.
3. Discussion/Action Items
 - A. Update on Fencing Bid
 - B. Update on Pipe/Manhole on 1200 West
 - C. Projects for Spring Cleaning
4. Approve Meeting Minutes
 - February 18, 2025
5. Motion to approve Invoice Payments (Roll Call Vote)
6. Board Member Items & Items for Next Agenda (Next regular meeting May 20th)
7. Adjournment

Certificate of Posting

The Undersigned Duly Appointed Official Hereby Certifies that a copy of the foregoing Agenda was sent to each Member of the Board and posted in Three Locations at the Perry City Offices, Dale Young Park, Perry City Park on this 10th day of April 2025. Any individual Requiring Auxiliary Services should contact the City Offices at least 3 days in advance (435-723-6461)

Tyra M Bischoff, Board Clerk

1 **Box Elder and Perry Flood Control Special Service District**
2 **Perry City Offices 1950 S Highway 89**
3 **5:20 PM Tuesday, February 18, 2025**

4
5 **Members Present:** Chairman Bryce Thurgood, Board Member Michael Harper,
6 Board Member Paul Nelson, Board Member Taylor Clark

7
8 **Others Present:** Tyra Bischoff; Board Secretary, Matt Robertson

9
10 **Members Excused:** Vice Chairman Kevin Pebley

11
12 **1. Welcome and Call to Order**

13 Chairman Bryce Thurgood welcomed everyone and called to order the February
14 18, 2025, Box Elder and Perry Flood Control Special District meeting.

15
16 **2. Public Comment**

17 None.

18
19 **3. Discussion/Action Items**

20 **A. Update on Reeder Excavation/Canyon Project – Fencing/Lock Boxes**

21 Matt Robertson from Jones and Associates reported that Reeder
22 Excavation/Canyon project was complete. They had finished piping through
23 Bryce's property and Peck's property. The final invoice had been signed that day,
24 though the board members had not had time to review it yet.

25
26 Board Member Taylor Clark inquired about the grass mats on the hillside that had
27 been blown over by the wind. Chairman Bryce Thurgood confirmed that Reeder
28 was aware of the issue and had said he would fix it. It was noted that a third of
29 the mats had been affected.

30
31 Matt mentioned there was a little additional work when they realigned the pipe,
32 but it was minimal. The pricing came in well, and this last pay request included
33 the retainage from the first invoice. This would be the final payment, although
34 there was still a one-year warranty on the work.

35
36 Matt mentioned a question about an 8-inch concrete pipe that was encountered
37 during installation. It had crumbled in one or two spots. There was uncertainty

about whether it was an active irrigation line. He found a note on the Chateau Estates plans mentioning an 8-inch irrigation line in the area, but its exact location was unknown. The board discussed the possibility of this being an old unused line. They suggested calling Pineview to inquire about who uses the water from the nearby box. They agreed to take a picture of the box number and contact Pineview for more information.

Chairman Bryce Thurgood said he has a guy working on the bid regarding the fencing.

B. Update on Piping Overflow Ditch

This item was covered in the discussion of the Reeder Excavation/Canyon Project.

C. Update on pipe/manhole on 1200 West

Matt asked Board Member Taylor Clark who the city uses for video inspections, to which he responded that they use Twin D. He informed the board that road work had already started in the area, with the road closed between 3200 and 3600 for sewer and water line work. The closure was expected to last two weeks. Matt discussed contacting Twin D the following day to arrange a video inspection of the line. The board discussed the possibility of replacing the pipe if it was found to be in poor condition, especially since the area was already under construction.

D. Potential release on Retainage to Reeder

This item was covered in the discussion of the Reeder Excavation/Canyon project.

E. Re-appointment of Taylor Clark

The board discussed the reappointment of Taylor Clark to the Flood Control Board.

MOTION: Board Member Paul Nelson made a motion to re-appoint Taylor Clark to the Flood Board. Board Member Michael Harper seconded the motion.

Roll Call: Chairman Bryce Thurgood, Yes
Vice Chairman Kevin Pebley, Absent
Board Member Paul Nelson, Yes
Board Member Taylor Clark, Yes
Board Member Michael Harper, Yes

75
76
77 **4. Approving Meeting Minutes**

- 78 • January 21, 2025
79

80 **MOTION:** Board Member Michael Harper made a motion to approve the minutes.
81 Board Member Paul Nelson seconded.
82

83 **Roll Call:** Chairman Bryce Thurgood, Yes
84 Vice Chairman Kevin Pebley, Absent
85 Board Member Paul Nelson, Yes
86 Board Member Taylor Clark, Yes
87 Board Member Michael Harper, Yes
88

89 **5. Board Member Items**

90 Chairman Bryce Thurgood suggested combining Board Member Items with Items
91 for next agenda.
92

93 The next regular meeting is scheduled for March 18th, but board secretary Tyra
94 Bischoff will be out of town. A couple of the other board members also said they
95 would be gone. The Board Members discussed cancelling the meeting. The next
96 meeting will be April 15th.
97

98 Board Member Paul Nelson mentioned that someone was drilling a new well in
99 Perry Canyon near the Three Mile Basin. They had requested permission to pump
100 water from the well test into the flood control line. The board agreed this would
101 be acceptable as long as it was not during a flood event.
102

103 **6. Motion to Approve Invoice Payments (Roll Call Vote)**

- 104 • Tyra Bischoff – \$78.38
105 • Reeder Excavation- \$67,584.41
106

107 **MOTION:** Board Member Taylor Clark made a motion to approve the invoices.
108 Board Member Paul Nelson seconded.
109

110 **Roll Call:** Chairman Bryce Thurgood, Yes
111 Vice Chairman Kevin Pebley, Absent

112 Board Member Paul Nelson, Yes
113 Board Member Taylor Clark, Yes
114 Board Member Michael Harper, Yes

115
116

117 **7. Items for Next Agenda**

- 118 • Manhole/pipe on 1200 W
119 • Fencing Bid
120 • Look at projects for spring cleaning. (Matt will send the rotation and send
121 out a bid and will discuss it in April)

122

123 **8. Adjournment**

124 **MOTION:** Board Member Paul Nelson moved to adjourn the meeting. Board
125 Member Taylor Clark seconded.

126

127 All Board Members were in favor. The meeting ended at 5:41 p.m.



Division of Glacier Bank
12 S Main Layton, UT 84041
801-813-1600

Account Statement



Date 2/28/25 Page:1 of 2
Primary Account XXXXXXXXXXXXX4268

*****AUTO**SCH 5-DIGIT 84302 CO
77557 0.4401 AV 0.545 178 1 315
XXXXXXXXXXXXXXXXXXXX
BOX ELDER COUNTY AND PERRY CITY FLOOD
1950 S HWY 89
PERRY UT 84302-4457

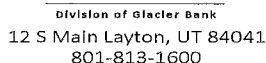
***** CHECKING ACCOUNTS *****

Account Title: BOX ELDER COUNTY AND PERRY CITY FLOOD CO

PREMIER BUSINESS MMDA		Number of Enclosures	0
Account Number	XXXXXXXXXXXX4268	Statement Dates	2/03/25 thru 3/02/25
Previous Balance	114,109.36	Days in the statement period	28
Deposits/Credits	.00	Average Ledger	114,109.36
Checks/Debits	.00	Average Collected	114,109.36
Service Charge	.00	Interest Earned	166.32
Interest Paid	166.32	Annual Percentage Yield Earned	1.92%
Ending Balance	114,275.68	2025 Interest Paid	395.79

----- Activity in Date Order -----				
Date	Description	Withdrawals	Deposits	Balance
3/02	Interest Deposit	.00	166.32	114,275.68

----- Interest Rate Summary -----	
Date	Rate
2/02	1.900000%



Member
FDIC

Page:1 of 3

Primary Account XXXXXXXXXXXXXXX1187

CO

***** CHECKING ACCOUNTS *****

PUBLIC FUNDS CHECKING		Number of Enclosures	1
Account Number	XXXXXXXXXXXX1187	Statement Dates	1/29/25 thru 3/02/25
Previous Balance	20,319.13	Days in the statement period	33
Deposits/Credits	.00	Average Ledger	10,131.63
1 Checks/Debits	10,187.50	Average Collected	10,131.63
Service Charge	.00	Interest Earned	.13
Interest Paid	.13	Annual Percentage Yield Earned	0.01%
Ending Balance	10,131.76	2025 Interest Paid	.29

Date		Description	Activity	in Date Order	
			Withdrawals	Deposits	Balance
1/29	CHECK	538	10,187.50-	.00	10,131.63
3/02	Interest Deposit		.00	.13	10,131.76

```

----- Summary by Check Number -----
Date      Check No      Amount
 1/29      538          10,187.50
* Denotes missing check numbers

```

Interest Rate Summary	
Date	Rate
1/28	0.015000%

BOX ELDER & PERRY CITY FLOOD CONTROL & DRAINAGE 3005 SOUTH 1200 WEST PERRY, UT 84302-4229		538 01-29-2025 CHECK NUMBER
PAY TO THE ORDER OF <u>Jones & Associates</u>		\$ 10,187.50
<u>Ten thousand one hundred eighty seven 50/100</u>		DOLLARS
FOR <u>Nov 2746.00</u> <u>1043.00</u> <u>Kari E. Jett</u> <u>Dec 6398.50</u> <u>Dec</u> <u>Suppl/Chptl</u>		FIRST COMMUNITY BANK 000053801 01243007546 00744531187

Check 538 Amount \$10,187.50 Date 1/29/2025

*****AUTO**ALL FOR AADC 840 CO
4763 0.7607 AB 0.593 20 1 277
[Barcode]
BOX ELDER COUNTY AND PERRY CITY FLOOD
1950 S HWY 89
PERRY UT 84302-4457

***** CHECKING ACCOUNTS *****

Account Title: BOX ELDER COUNTY AND PERRY CITY FLOOD CO

To benefit you, on 4/1/2025 our Funds Availability Disclosure will be adjusted for inflation. All other components remain the same. The minimum next day availability will increase from \$225 to \$275, large deposit thresholds from \$5525 to \$6725 and new account hold amount from \$5525 to \$6725. The Funds Availability Disclosure is available upon request.

PUBLIC FUNDS CHECKING		Number of Enclosures	2
Account Number	XXXXXXXXXXXX1187	Statement Dates	3/03/25 thru 3/30/25
Previous Balance	10,131.76	Days in the statement period	28
1 Deposits/Credits	67,584.41	Average Ledger	24,566.54
2 Checks/Debits	67,662.79	Average Collected	24,566.54
Service Charge	.00	Interest Earned	.29
Interest Paid	.29	Annual Percentage Yield Earned	0.02%
Ending Balance	10,053.67	2025 Interest Paid	.58

----- Activity in Date Order -----				
Date	Description	Withdrawals	Deposits	Balance
3/13	XFER TO CHECKING FOR REEDER EX	.00	67,584.41	77,716.17
3/14	CHECK 540	78.38-	.00	77,637.79
3/19	CHECK 539	67,584.41-	.00	10,053.38
3/30	Interest Deposit	.00	.29	10,053.67

----- Summary by Check Number -----					
Date	Check No	Amount	Date	Check No	Amount
3/19	539	67,584.41	3/14	540	78.38

* Denotes missing check numbers

----- Interest Rate Summary -----	
Date	Rate
3/02	0.015000%

BOX ELDER & PERRY CITY
FLOOD CONTROL & DRAINAGE
3005 SOUTH 1200 WEST
PERRY, UT 84302-4229

539
11-29-21-13
CHECK 11/29/21

DATE 3-13-25

PAY TO THE ORDER OF Reeder Excavation \$67,584.41

Sixty seven thousand five hundred eighty four and 41/100

FOR Kari E. Selvey

1000539 1124300754 00744531187

Check 539 Amount \$67,584.41 Date 3/19/2025

BOX ELDER & PERRY CITY
FLOOD CONTROL & DRAINAGE
3005 SOUTH 1200 WEST
PERRY, UT 84302-4229

540
11-29-21-13
CHECK 11/29/21

DATE 3-13-24

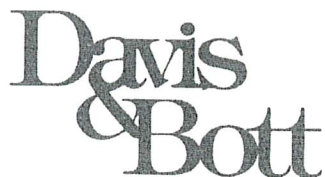
PAY TO THE ORDER OF Tyra Bischoff \$78.38

Seventy eight and 38/100

FOR 726

1000540 1124300754 00744531187

Check 540 Amount \$78.38 Date 3/14/2025



Certified Public Accountants, L.L.C.

P.O. Box 369
547 South Main
Brigham City, UT 84302
(435) 723-5224

36 West 100 North
Tremonton, UT 84337
(435) 257-7898

Box Elder County Perry Flood Control
C/O Tyra Bischoff
1950 S Highway 89
Perry, UT 84302

Date: 1/31/2025
Invoice Number: 203159
Client Number: 187417.

Accounting Services Rendered Through 1/31/2025:

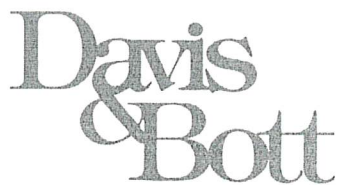
- Entered and reconciled transactions for November - December 2024.
- December 2024 D & I Report.
- Preparation of annual Forms 1099.

Invoice Total: \$575.00

Pay Now

Thank you for your business!

A FINANCE CHARGE OF 1.5% PER MONTH WILL BE CHARGED ON ANY ACCOUNT BALANCE
NOT PAID WITHIN 30 DAYS OF STATEMENT.



Certified Public Accountants, L.L.C.

P.O. Box 369
547 South Main
Brigham City, UT 84302
(435)-723-5224

36 West 100 North
Tremonton, UT 84337
(435) 257-7898

Box Elder County Perry Flood Control
C/O Tyra Bischoff
1950 S Highway 89
Perry, UT 84302

Date: 3/11/2025
Client Number: 187417.

<u>Invoice</u>	<u>Date</u>	<u>Description</u>	<u>Charge</u>	<u>Credit</u>	<u>Balance</u>
		Balance forward as of 12/1/2024			\$475.00
	01/15/2025	Finance Charge	\$7.13		\$482.13
	01/27/2025	Payment		\$475.00	\$7.13
203159	01/31/2025		\$575.00		\$582.13
	02/01/2025	Adjustment		\$7.13	\$575.00
	02/15/2025	Finance Charge	\$1.00		\$576.00
		Current Amount Due			<u>\$576.00</u>

Accounts Receivable Aging

<u>Current</u>	<u>31 - 60 Days</u>	<u>61 - 90 Days</u>	<u>91 - 120 Days</u>	<u>Over 120 Days</u>	<u>Balance</u>
\$1.00	\$575.00	\$0.00	\$0.00	\$0.00	\$576.00

Thank you for your business. Please pay amount due upon receipt of the statement.



CONSULTING ENGINEERS

Jones & Associates
6080 Fashion Point Dr
South Ogden, UT 84403-4851
(801) 476-9767

PERRY FLOOD CONTROL DISTRICT

ATTN: Tyra Bischoff - Secretary
3005 South 1200 West
Perry, UT 84302

Date: January 31, 2025

Invoice number: 22729

Professional Engineering Services rendered during the month of January, 2025 for work on the following projects:

ENGINEERING CONSULTATIONS

Evans & Mathias Canyons Debris Basins Design & Permitting

Matthew L. Robertson, P.E. (Senior Engineer II)

3.50 hrs.

Taylor J. Trahan, (Land Surveyor)

4.75 hrs.

GPS Survey Equipment @ \$65.00/hrs \$ 113.75

Subtotal \$ 1,162.00

SUBTOTAL ENGINEERING CONSULTATIONS \$ 1,162.00

INVOICE TOTAL \$ 1,162.00

Perry Flood Control District Notes (January 31, 2025)

The following notes summarize the Engineering Services provided by Jones & Associates for the month of January 2025

Date	Employee Type	Employee	Billed Units/Hours	Billed Amount	Notes
27 Perry Flood Control District			8.25	1,048.25	
300 Storm Drain Evans & Mathias Canyons Debris Basins Design & Permitting			8.25	1,048.25	
01/22/25	Land Surveyor	Taylor Trahan	4.00	420.00	Created the staking points for all 5 storm drain manholes (10 and 15 foot offsets with elevations to the rim and flow line). On-site to stake out the storm drain manholes throughout the entire project area.
01/21/25	Land Surveyor	Taylor Trahan	0.75	78.75	Reviewed the survey exhibit Matt Robertson sent me for the staking for the storm drain manholes
01/21/25	Senior Engineer II	Matthew Robertson	1.00	157.00	Follow up with Bucky on the staking of the site. Spoke with Bryce about the status of that construction and the cost of the piping.
01/14/25	Senior Engineer II	Matthew Robertson	2.00	314.00	Follow up with Bucky on the status of the pay request. Coordinated the construction staking of the storm drain piping with Bucky and with Taylor. Review of pipe alignment and elevations and sent to Taylor.
01/10/25	Senior Engineer II	Matthew Robertson	0.50	78.50	Received emails from the contractor and followed up with Tyra on the status of the latest payment to Reeder.
			8.25	1,048.25	



CONSULTING ENGINEERS

Jones & Associates
6080 Fashion Point Dr
South Ogden, UT 84403-4851
(801) 476-9767

PERRY FLOOD CONTROL DISTRICT

ATTN: Tyra Bischoff - Secretary
3005 South 1200 West
Perry, UT 84302

Date: February 28, 2025

Invoice number: 22789

Professional Engineering Services rendered during the month of February, 2025 for work on the following projects:

ENGINEERING CONSULTATIONS

Evans & Mathias Canyons Debris Basins Design & Permitting

Matthew L. Robertson, P.E. (Senior Engineer II)

6.50 hrs.

Subtotal \$ 1,020.50

Threemile Creek Pipe Crossing 1200 West

Matthew L. Robertson, P.E. (Senior Engineer II)

0.50 hrs.

Subtotal \$ 78.50

SUBTOTAL ENGINEERING CONSULTATIONS \$ 1,099.00

INVOICE TOTAL \$ 1,099.00

Perry Flood Control District Notes (February 28, 2025)

The following notes summarize the Engineering Services provided by Jones & Associates for the month of February 2025

Date	Employee Type	Employee	Billed Units/Hours	Billed Amount	Notes
27 Perry Flood Control District			7.00	1,099.00	
000 Miscellaneous DONATED TIME					
02/06/25	Project Manager	Emily Thomas			Contract Document Template Updates
300 Storm Drain Evans & Mathias Canyons Debris Basins Design & Permitting			6.50	1,020.50	
02/17/25	Senior Engineer II	Matthew Robertson	3.00	471.00	Put together draft of final pay request and sent to Bucky. Also looked up info on any irrigation piping in the area to try to find out if the pipe that was ripped out was in service. Sent old plans from the adjacent subdivision to Bucky.
02/19/25	Senior Engineer II	Matthew Robertson	0.50	78.50	Follow up with the pay request and change order with Emily and Bucky
02/18/25	Senior Engineer II	Matthew Robertson	3.00	471.00	checked invoice amounts and change order items, revised pay request and prepared change order document. Sent to the contractor for signature. Went to the board meeting and discussed the pay request and the issue with the irrigation piping
300 Storm Drain Threemile Creek Pipe Crossing 1200 West			0.50	78.50	
02/18/25	Senior Engineer II	Matthew Robertson	0.50	78.50	Went to the board meeting and discussed the plan to video the Threemile Creek under 1200 West.
			7.00	1,099.00	

INVOICE

Tyra Bischoff

DATE: APRIL 10, 2025

Box Elder and Perry City Flood Control
Invoice #027

FOR: FLOOD CONTROL MINUTES & MISC.
SERVICES

DATE	DESCRIPTION	HOURS	LINE TOTAL
2/18/25	Meeting	.75	
3/10/25	Meeting Cancellation notice	.25	
3/12/25	Meeting Minutes	1.0	
3/13/2025	Agenda/Emails	.25	
4/10/25	Posting/Packet/Emails	.5	
	TOTAL	2.75 hours	X 28.50
SUBTOTAL			78.38
SALES TAX			0
TOTAL			78.38

THANK YOU