

**MINUTES OF THE WASATCH COUNTY COUNCIL  
ACTING AS  
THE GOVERNING BOARD OF THE JORDANELLE  
SPECIAL SERVICE DISTRICT  
MAY 13, 2025**

**PRESENT:** Board Chair Mark Nelson  
Board Member Erik Rowland  
Board Member Colleen Bonner  
Board Member Spencer Park  
Board Member Luke Searle  
Board Member Kendall Crittenden  
Board Member Karl McMillan

**STAFF:** Max Covey, General Manager  
Dave Fuller, Assistant General Manager  
Wade Webster, Keetley Water Treatment Plant Manager  
Theresa Baronek, District Treasurer  
Kierstan Smith CPA  
Doug Scow, Water Rights Manager  
Dana Kohler, Administrative Assistant  
Rick Tatton, Court Reporter via Zoom  
Shari Coleman, Accounting Clerk.

Board Chair Mark Nelson called the meeting to order at 4:50 p.m. on Tuesday May 13, 2025. Also, all the Governing Board Members of the Jordanelle Special Service District are present. The record should also reflect that the Governing Board of the Jordanelle Special Service District are meeting in the Wasatch County Council Chambers in the Wasatch County Administration Building located at 25 North Main, Heber City, Utah 84032. Board Chair Mark Nelson then called the first agenda item.

**REGULAR SESSION**

**APPROVAL OF THE MINUTES FOR APRIL 8, 2025**

**Board Member Erik Rowland made a motion to approve the minutes for April 8, 2025, as written. Board Member Colleen Bonner seconded the motion, and the motion carries with the following vote:**

**AYE: Board Chair Mark Nelson  
AYE: Board Member Erik Rowland**

**AYE: Board Member Colleen Bonner  
AYE: Board Member Kendall Crittenden  
AYE: Board Member Luke Searle  
AYE: Board Member Spencer Park**

**NAY: None.**

### **WARRANT LIST APPROVAL**

**Board Member Erik Rowland made a motion to approve the Warrant List in the amount of \$972,066.68. Board Member Spencer Park seconded the motion and the motion carries with the following vote:**

**AYE: Board Chair Mark Nelson  
AYE: Board Member Erik Rowland  
AYE; Board Member Colleen Bonner  
AYE: Board Member Kendall Crittenden  
AYE: Board Member Luke Searle  
AYE: Board Member Spencer Park**

**NAY: None.**

### **2024 FRAUD RISK ASSESSMENT PRESENTATION.**

Kierstan Smith, CPA, addressed the Governing Board of the Jordanelle Special Service District and indicated that this is the same as the other Special Service Districts with the number of points and their score is 355 out 395 which is really good and puts them at a very low risk for fraud.

**Board Member Luke Searle made a motion to approve the 2024 Risk Assessment for the Jordanelle Special Service District. Board Member Kendall Crittenden seconded the motion, and the motion carries with the following vote:**

**AYE: Board Member Spencer Park  
AYE: Board Member Luke Searle  
AYE: Board Member Kendall Crittenden  
AYE: Board Member Colleen Bonner  
AYE: Board Member Erik Rowland  
AYE: Board Chair Mark Nelson**

**NAY: None.**

Let the record show that Board Member Karl McMillan just joined the Governing Board for the Jordanelle Special Service District.

#### **APPROVAL OF THE MUNICIPAL WASTEWATER PLANNING PROGRAM.**

Max Covey, the General Manager, addressed the Governing Board for the Jordanelle Special Service District and indicated that the Utah Department of Environmental Quality requires all wastewater systems to complete this report. The report covers the following topics: financial evaluation, collection system, construction, and maintenance. It is required that this report be presented to the governing board for their review. Financially we are in a good spot in the Jordanelle Special Service District. We didn't have any sanitary sewer overflows in the Jordanelle Special Service District in 2024. Also, we are going to see a significant increase in sewer flows as well as our biological demand for more sewers. Last year in Jordanelle we added 187 new connections and a total of 1822 connections as of January 1. We have a positive support with this planning program.

**Board Member Kendall Crittenden made a motion that we approve the Municipal Wastewater Planning Program for the Jordanelle Special Service District. Board Member Erik Rowland seconded the motion, and the motion carries with the following vote:**

**AYE: Board Chair Mark Nelson  
AYE: Board Member Karl McMillan  
AYE: Board Member Luke Searle  
AYE: Board Member Spencer Park  
AYE: Board Member Luke Searle  
AYE: Board Member Kendall Crittenden  
AYE: Board Member Colleen Bonner**

**NAY: None.**

#### **APPROVAL OF A BID AWARD FOR ROSS CREEK SEWER LIFT STATION**

Max Covey, the General Manager, addressed the Governing Board of the Jordanelle Special Service District and indicated that in 2000 the existing Ross Creek Sewer Lift station was constructed to receive sewer flows from the north/west areas in the district. Typically, these facilities have an average life of 30-50 years. After a few years of operation, the district was able to identify the design and construction of this facility was flawed. The submersible pump and open sewer trough design allowed H<sub>2</sub>S gas to corrode everything from the electric to the block building. This new lift station will be located just adjacent to the existing lift station on District property. Once the new station is complete the existing station will be removed from service and potentially used for storage. The new design incorporates dry pit pumps and substantial added

capacity. Therefore, making 77.4 percent of this project impact fee eligible. The approximate project costs are \$2,630,244.00. The impact fees are \$2,035,808.86 and the repair replacement is \$594,435.15. We need a motion to award the project to ProBuild in the amount of \$2,630,244. We received five bids for the JSSD Ross Creek Sewer Lift Station. ProBuild Construction Inc possesses the required Utah Contractors License to perform this type of work. They also have thirteen years of appropriate experience to complete a job of this complexity. They have recently completed the Coyote Irrigation Pump Station in North Village and near completion of the 6800 Pump Station within JSSD.

**Board Member Erik Rowland made a motion to approve the bid for ProBuild in the amount as presented by Max Covey and in our packet. Board Member Karl McMillan seconded the motion, and the motion carries with the following vote:**

**AYE: Board Chair Mark Nelson  
AYE: Board Member Erik Rowland  
AYE: Board Member Colleen Bonner  
AYE: Board Member Spencer Park  
AYE: Board Member Luke Searle  
AYE: Board Member Karl McMillan  
AYE: Board Member Kendall Crittenden**

**NAY: None.**

#### **APPROVAL OF THE BID AWARD FOR THE STATE PARK GRAVITY SEWER REALIGNMENT PROJECT.**

Max Covey, the General Manager, addressed the Governing Board of the Jordanelle Special Service District and indicated that with the construction of the new State Park sewer lift station, it is necessary to reroute the gravity sewer line that conveys waste flows and install an electrical conduit to service power. Once the project is completed JSSD will be able to start the new station and decommission the existing station. The project costs are \$331,347. The repair and replacement funds are \$248,510 and the sewer impact fees are \$82,836 making a total of \$331,347. We would ask that you approve and award the project to Signature Contractors in the amount of \$331,347.

**Board Member Kendall Crittenden made a motion that we approve the State Park Gravity Sewer Realignment Project to Signature Contractors in the amount of \$331,347 dollars. Board Member Luke Searle seconded the motion, and the motion passed with the following vote:**

**AYE: Board Member Mark Nelson  
AYE: Board Member Erik Rowland  
AYE: Board Member Colleen Bonner  
AYE: Board Member Spencer Park**

**AYE: Board Member Kendall Crittenden  
AYE: Board Member Karl McMillan  
AYE: Board Member Luke Searle**

**NAY: None.**

**ADOPTION OF AMENDMENTS TO WATER RESERVATION POLICY RESOLUTION  
#2025-04.**

Max Covey, the General Manager, addressed the Governing Board of the Jordanelle Special Service District and indicated that the district allows property owners to reserve a portion of the district water supply pursuant to the District's Water Reservation Policy. That reserved water is quantified in terms of depletable acre feet. JSSD recently amended its Water Dedication Policy to assess water rights for dedication based on their historic diversion amount, rather than the depletable amount. To put property owners with reserved water on an equal footing with property owners seeking to dedicate water, the district has determined that it would be appropriate to apply a conversion factor to the reserved water to account for the small non-depletable portion of the overall District water supply. Accordingly, the District has determined that the Water Reservation Policy should be amended to include a conversation factor for applications to the reserved supply. This is the same policy that we went through in the other Special Service District. This is just making sure that our water reservation policy aligns with our water dedication policy and based off a diversion amount versus the fully consumptive amount.

**Board Member Colleen Bonner made a motion that we adopt the amendments to the water reservation policy Resolution No. 2025-04. Board Member Erik Rowland seconded the motion, and the motion carries with the following vote:**

**AYE: Board Member Mark Nelson  
AYE: Board Member Erik Rowland  
AYE: Board Member Colleen Bonner  
AYE: Board Member Spencer Park  
AYE: Board Member Kendall Crittenden  
AYE: Board Member Luke Searle  
AYE: Board Member Karl McMillan**

**NAY: None.**

**GENERAL MANAGER'S REPORT**

Max Covey, the General Manager, addressed the Governing Board of the Jordanelle Special Service District and indicated that it has been a busy couple of weeks. We had our staff out on

several breaks in different areas. We are right now dealing with high river flows over by Victory Ranch that we are having some infiltration into our sewer system through manholes. This fall we will be coming to the Governing Board for a project that is going to get rid of some of those manholes that are affected by these increased river flows and things like that. We are busy with engineering and bidding different things like that. We are dealing with new developments and things such as that. Also Red Ledges, as per the development agreement with Twin Creeks Special Service District, is requiring them to install a structure necessary to get there. We have been working on that for several years. We need to get things moving forward and the big question now is where their sewer flow comes to and whether it is the Jordanelle Special Service District Plant or the Heber Valley Special Sewer District.

Board Member Colleen Bonner indicated that with the new management of Red Ledges to make sure that everything will be done right. The Red Ledges has had some conversations with their sewer flow going to the Heber Valley Special Sewer District. The question that needs to be answered is the Heber Valley Special Sewer District want that sewer flow there long term. They need to get a yes or no from them and then let's go to all these other things. All these different questions need to be answered. There needs to be conversations between Red Ledges and Heber Valley Special Service District.

### **OTHER BUSINESS**

Max Covey, the General Manager, and the Governing Board of the Jordanelle Special Service District both indicated that they have nothing further.

### **CLOSED SESSION**

Max Covey, the General Manager indicated that there is no need for a Closed Session this evening.

### **ADJOURNMENT**

**Board Member Luke Searle made a motion to adjourn. Board Member Spencer Park seconded the motion, and the motion carries with the following vote:**

**AYE: Board Chair Mark Nelson  
AYE: Board Member Erik Rowland  
AYE: Board Member Colleen Bonner  
AYE: Board Member Spencer Park  
AYE: Board Member Kendall Crittenden  
AYE: Board Member Luke Searle  
AYE: Board Member Karl McMillan**

**NAY: None.**

Meeting adjourned at 5:26 p.m.

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MARK NELSON/BOARD CHAIR