

Administrative Control Board Meeting
For the Box Elder and Perry City Flood Control
Special Service District
Perry City Offices – 1950 S Highway 89
Tuesday June 17, 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
 - B. Report on Pipe fixed by Reeder
 - C. Spring Cleaning/Bids
4. Approve Meeting Minutes
 - May 20, 2025
5. Motion to approve Invoice Payments (Roll Call Vote)
6. Board Member Items & Items for Next Agenda (Next regular meeting July 15th)
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 13th day of June 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

Box Elder and Perry Flood Control Special Service District
Perry City Offices 1950 S Highway 89
5:21 PM Tuesday, May 20, 2025

Members Present: Vice Chairman Kevin Pebley, Board Member Michael Harper,
Board Member Paul Nelson

Others Present: Tyra Bischoff; Board Secretary, Joe Cloward (Jones and
Associates)

Members Excused: Chairman Bryce Thurgood, Board Member Taylor Clark

1. Welcome and Call to Order

Vice Chairman Kevin Pebley welcomed everyone and called to order the May 20,
2025, Box Elder and Perry Flood Control Special District meeting.

2. Public Comment

None.

3. Discussion/Action Items

A. Update on Fencing Bid

The Board discussed the fencing bid that Chairman Bryce Thurgood had sent out.
They decided that someone should reach out to Chairman Thurgood to inform
him that the board was good with the bid and to proceed with the work.

MOTION: Board Member Paul Nelson made a motion to accept the fencing bid
for \$4050.00. Board Member Michael Harper seconded the motion.

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

B. Update on Erosion Issue

37 Joe Cloward from Jones and Associates reported that the erosion control
38 mats that had blown away were replaced. Reeder Excavating had fixed the issue,
39 and the area should now be back to its previous condition. Board Member
40 Michael Harper volunteered to go up and inspect the work. It was agreed that
41 Mike would send a text with his findings, which would be included in the minutes
42 for the next meeting. (Mike did send an email to the board on June 12th. He said
43 he took a look at the condition of the soil erosion blankets at the Mathias basin.
44 For the most part, the blankets are intact. There are a few areas where the
45 blankets have been blown back a bit, but in nearly all cases. Plants are beginning
46 to grow. Mike included photos of the area including one that shows where
47 someone cut the fence to skirt the gate just west of the basin.)
48

49 **C. Projects for Spring Cleaning**

50 Joe presented three projects for spring cleaning: Evans Canyon, Perry Canyon and
51 Cherry Ridge. The Perry Canyon project was noted to be more involved, including
52 grubbing spillway gaps and filling animal burrows, in addition to removing excess
53 sediment. The board discussed the bidding process, with Matt from Jones and
54 Associates planning to put the projects out to bid in the next couple of weeks.
55

56 The Board suggested several contractors to be included in the bidding process,
57 including Ormond, Reeder, Mark Knowles (Rockscapes), and Jim Keller. They also
58 discussed the timing of the work, suggesting late summer, around August or
59 September, after the water levels decrease.
60

61 The Board agreed to potentially add more projects if they see the need and if they
62 get a good bid. They also mentioned the possibility of including the flood control
63 area on 2450, which could be handled by smaller contractors for mowing and
64 weed control.
65

66 **D. Update on the Potentially Abandoned Pipe on Peck Property**

67 The Board discussed an email from Matt regarding a pipe that needed to be
68 replaced. It was revealed that 240 feet of 8-inch pipe had been removed during a
69 previous project and needed to be replaced. Reeder Excavation had completed
70 the work, and a bill for \$5,520 was presented.
71

72 **MOTION:** Vice Chairman Kevin Pebley made a motion to approve the payment of
73 \$5,520 to Reeder Excavation for installing 240 lineal feet of 8-inch pipe,

conditional on Taylor's or Matt's inspection confirming the work is complete.
Board Member Paul Nelson seconded the motion.

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

E. Payment from the County

The Board discussed a payment received from the County for \$109,012.12. This payment had been held up due to a missing transparency report, which has since been submitted. The Board agreed to deposit the check, with \$20,000 going into the checking account and the remainder into savings.

4. Approving Meeting Minutes

- April 15, 2025

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

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

5. Motion to Approve Invoice Payments (Roll Call Vote)

- Tyra Bischoff – \$106.88
- Davis & Bott - \$475.00 (for transparency report and reconciled transactions January-March)
- Jones and Associates – \$274.75
- Reeder Excavation \$5,520 (conditional on inspection)

MOTION: Board Member Michael Harper made a motion to approve the invoices.
Board Member Paul Nelson seconded.

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

6. Items for Next Agenda and Board Member Items

- Update on Fencing
- Report on Pipe finished by Reeder
- Bids for Cleaning

Vice Chairman Kevin Pebley reported the following account balances:

- Checking account \$7,138.41
- Money Market \$46,838.61
- CD (Maturing in July) \$58,220.72

8. Adjournment

MOTION: Board Member Paul Nelson moved to adjourn the meeting. Board Member Mike Harper seconded.

All Board Members were in favor. The meeting ended at 5:45 p.m.



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

Account Statement



Date 5/28/25
Primary Account

Page:1 of 3
744531187

*****AUTO**ALL FOR AADC 840 CO
2957 0.7607 AB 0.593 15 1 156
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

PUBLIC FUNDS CHECKING		Number of Enclosures	5
Account Number	744531187	Statement Dates	4/29/25 thru 5/28/25
Previous Balance	9,399.41	Days in the statement period	30
1 Deposits/Credits	20,000.00	Average Ledger	12,421.81
4 Checks/Debits	3,117.63	Average Collected	12,421.81
Service Charge	.00	Interest Earned	.15
Interest Paid	.15	Annual Percentage Yield Earned	0.01%
Ending Balance	26,281.93	2025 Interest Paid	.85

----- Activity in Date Order -----				
Date	Description	Withdrawals	Deposits	Balance
4/29	CHECK 542	2,261.00-	.00	7,138.41
5/21	DDA Regular Deposit	.00	20,000.00	27,138.41
5/22	CHECK 546	106.88-	.00	27,031.53
5/28	Interest Deposit	.00	.15	27,031.68
5/28	CHECK 545	475.00-	.00	26,556.68
5/28	CHECK 547	274.75-	.00	26,281.93

----- Summary by Check Number -----					
Date	Check No	Amount	Date	Check No	Amount
4/29	542	2,261.00	5/22	546	106.88
5/28	545*	475.00	5/28	547	274.75

* Denotes missing check numbers

----- Interest Rate Summary -----	
Date	Rate
4/28	0.015000%

Credit		DDA Deposit	
Bank:	Glacier Family of Banks	Date/Time:	5/21/2025 11:16 AM
Branch #:	7370	Workstation:	FC07TEL01
Branch Name:	FIRST COMMUNITY BANK - BRIGHAM	HIN #:	927216370000024
Teller ID:	JPORTER	Owner:	BOX ELDER COUNTY AND
Drawer #:	19098		
Trans #:	12		
Misc:	Trn Deposit,		

SUBSTITUTE IMAGE / VIRTUAL DOCUMENT

AUXILIARY	R/T	ACCOUNT	PC/TC AMOUNT
	5001-0011	744531187	1 \$20,000.00

Amount \$20,000.00 Date 5/21/2025

BOX ELDER & PERRY CITY FLOOD CONTROL & DRAINAGE		542
3005 SOUTH 1200 WEST PERRY, UT 84302-4229		5/15/25
PAY TO THE ORDER OF:	Jones & Associates	\$2261.00
Two thousand two hundred sixty one and 00/100 DOLLARS		
FOR:	22729 Jan 22789 Feb.	Kevin E. Pebley
#000542# #124300754# 00744531187#		

Check 542 Amount \$2,261.00 Date 4/29/2025

BOX ELDER & PERRY CITY FLOOD CONTROL & DRAINAGE		545
3005 SOUTH 1200 WEST PERRY, UT 84302-4229		5-20-25
PAY TO THE ORDER OF:	Davis & Bott	\$475.00
four hundred seventy five and 00/100 DOLLARS		
FOR:	207417	Kevin E. Pebley
#000545# #124300754# 00744531187#		

Check 545 Amount \$475.00 Date 5/28/2025

BOX ELDER & PERRY CITY FLOOD CONTROL & DRAINAGE		546
3005 SOUTH 1200 WEST PERRY, UT 84302-4229		5-20-25
PAY TO THE ORDER OF:	Tyra Bischoff	\$106.88
one hundred six and 88/100 DOLLARS		
FOR:	028	Kevin E. Pebley
#000546# #124300754# 00744531187#		

Check 546 Amount \$106.88 Date 5/22/2025

BOX ELDER & PERRY CITY FLOOD CONTROL & DRAINAGE		547
3005 SOUTH 1200 WEST PERRY, UT 84302-4229		5-20-25
PAY TO THE ORDER OF:	Jones & Associates	\$274.75
two hundred seventy four and 75/100 DOLLARS		
FOR:	22855	Kevin E. Pebley
#000547# #124300754# 00744531187#		

Check 547 Amount \$274.75 Date 5/28/2025



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: April 30, 2025

Invoice number: 22920

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

ENGINEERING CONSULTATIONS

2025 Basin Maintenance Project

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

		2.00 hrs.
Subtotal	\$	314.00

Evans & Mathias Canyons Debris Basins Design & Permitting

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

		4.25 hrs.
Subtotal	\$	667.25

Threemile Creek Pipe Crossing 1200 West

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

		2.50 hrs.
Subtotal	\$	392.50

SUBTOTAL ENGINEERING CONSULTATIONS	\$	1,373.75
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INVOICE TOTAL	\$	1,373.75
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Perry Flood Control District Notes (April 30, 2025)

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

Date	Employee Type	Employee	Billed Units/Hours	Billed Amount	Notes
27 Perry Flood Control District			8.75	1,373.75	
300 Storm Drain 2025 Basin Maintenance Project			2.00	314.00	
04/15/25	Senior Engineer II	Matthew Robertson	2.00	314.00	Review of past year's maintenance to see which basins are due for maintenance. Drove to a couple of the basins to check the condition. Went to the Board Mtg and discussed with the board members.
300 Storm Drain Evans & Mathias Canyons Debris Basins Design & Permitting			4.25	667.25	
04/15/25	Senior Engineer II	Matthew Robertson	1.50	235.50	Spoke with Bucky about the pipe removed on the Peck property and tried calling different numbers for the ditch users to see if it is being used. Went to the board meeting and discussed with the board.
04/29/25	Senior Engineer II	Matthew Robertson	1.00	157.00	Follow up with Bucky Reeder, Taylor, and the board about the replacement of the irrigation pipe on the Peck property.
04/22/25	Senior Engineer II	Matthew Robertson	0.50	78.50	Sent email with pics of the erosion control blankets to Bucky to request that they fix them. Also asked for him to give a price to fix the irrigation pipe.
04/17/25	Senior Engineer II	Matthew Robertson	0.25	39.25	Follow up with Taylor on the irrigation pipe and need to replace after his discussion with Bob Tingey.
04/07/25	Senior Engineer II	Matthew Robertson	1.00	157.00	Worked on figuring out if pipe that was removed during construction was an active line. Coordinated meeting with Matt from Pineview and Ben from our office to look at the turnout and irrigation ditch users info.
300 Storm Drain Threemile Creek Pipe Crossing 1200 West			2.50	392.50	
04/07/25	Senior Engineer II	Matthew Robertson	0.25	39.25	Watched video of pipe inspection and spoke with Taylor
04/02/25	Senior Engineer II	Matthew Robertson	0.25	39.25	Coordination with Taylor on the Twin D video of the pipe and getting the correct file format to view.
04/15/25	Senior Engineer II	Matthew Robertson	2.00	314.00	Review of manhole pictures and video inspection of pipe. Discussed the pipe and whether to replace it or not with Brett Jones. Went to the Board Mtg and discussed with the board.
			8.75	1,373.75	

INVOICE

Tyra Bischoff DATE: JUNE 12, 2025

Box Elder and Perry City Flood Control
Invoice #029

FOR: FLOOD CONTROL MINUTES & MISC.
SERVICES

Tyra Bischoff DATE: JUNE 12, 2025

Box Elder and Perry City Flood Control
Invoice #029

FOR: FLOOD CONTROL MINUTES & MISC.
SERVICES

DATE	DESCRIPTION	HOURS	LINE TOTAL
5/20/2025	Meeting	1.0	
5/21/2025	Emails	.25	
6/9/2025	Minutes	.5	
6/12/2025	Minutes/PMN/Agenda/Posting/Emails	1	
	TOTAL	2.75 hours	X 28.50
		SUBTOTAL	78.38
		SALES TAX	0
		TOTAL	78.38

TOTAL		78.38
THANK YOU		