

**CASTLE VALLEY SPECIAL SERVICE DISTRICT  
REGULAR MEETING  
May 15, 2025**

**MEMBERS PRESENT**

BRAD GILES	SHAWNA HORROCKS
JEFF TUTTLE	JAMES WINN
DANNY VAN WAGONER	JORDAN LEONARD
LEONARD NORTON	PATRICK SUNDSTROM
TRENT JACKSON	

**STAFF PRESENT**

JACOB SHARP
THOMAS SITTERUD
MERRIAL JOHANSEN
ARIEL GUYMON

**MEMBERS NOT PRESENT**

GARY PRICE  
SHAUN BELL

Welcome by Chairman, Brad Giles at 7:00pm.

1. **Discuss/Approve/Deny: Minutes of April 17, 2025**

Motion was made by Leonard Norton and seconded by Patrick Sundstrom to approve the minutes of April 17<sup>th</sup>, as prepared. Motion carried by roll call vote: Jeff Tuttle – yes; Danny Van Wagoner – yes; Leonard Norton – yes; Trent Jackson – yes; Shawna Horrocks – yes; James Winn – yes; Jordan Leonard – yes; Patrick Sundstrom – yes.

2. **Discuss/Approve/Deny: 2024 Construction Projects and Related Matters**

a. **2024 Drainage/Water Line Project**

No changes since last month. JCI should be paving starting next week. We have about \$50,000.00 worth of asphalt we need to do and about \$42,000.00 left in the budget. We are going to move ahead and if we end up going over, we will pay extra.

3. **Discuss/Approve/Deny: 2025 Construction Projects and Related Matters**

a. **2025 City Streets Project**

Preconstruction meeting and they began this week with saw cut. Excavation on that project will be starting on Monday.

b. **2025 Drainage/Water Line Project**

This project has not begun yet but is scheduled to start in June. The materials have been ordered, and we are waiting for delivery which should happen before the next board meeting.

c. **Discuss/Approve/Deny: Approval of Lift Station Purchase**

There is a lift station in Huntington that needs to be rebuilt. It is a standard traditional lift station where the sewer dumps into a wet well that feels up with floats and pumps and submersible pumps that send it up hill when it's full. We are looking to move away from that system and going with the Overwatch system from Rino Pumps. It is a proprietary system that eliminates the wet well and having to work around raw sewage. They can use the wet well vault we have now, and they can put their equipment in it. It has two pumps that would work on a two-pump system on variable speed drives that you can set on a level that will tell it when to pump. The biggest con for this new system other than the price is how new it is. They would come and install the equipment. That installation is built in with the price. We would need to divert the sewer during the installation. We are also looking into a different wet well system that works above ground, but we have not heard anything back from them currently. The Overwatch system would cost around \$236,000.00, which is a little more than we had

estimated at \$175,000.00 with 10% contingency so we had a rough estimate of \$200,000.00. With this and the curb and gutter project we would still have about \$130,000.00 in project money so we still have the money in the project to do it. Our newer operator Matt in Huntington has some knowledge of this system and how it works. They will be available to service the system if it has issues as well as it having some built-in fail safes. It can increase in capacity as needed. The estimated total amount for the new system would be \$236,459.12.

A motion was made by James Winn and seconded by Patrick Sundstrom to accept the offer for the lift station in Huntington to the amount of \$236,459.12, without exceeding.

Motion carried by roll call vote: Jeff Tuttle – yes; Danny Van Wagoner – yes; Leonard Norton – yes; Trent Jackson – yes; Shawna Horrocks – yes; James Winn – yes; Jordan Leonard – yes; Patrick Sundstrom – yes.

d. **Discuss/Approve/Deny: Award of 2025 Curb & Gutter Project**

We had three bidders show. B-Hansen, Beck, and Los Avella's. B-Hansen came in with the lowest bid. Jacob Recommended that we award the bid to B-Hansen for \$490,933.50.

A motion was made by Leonard Norton and seconded by Danny Van Wagoner to award the contract to B-Hansen Construction for the 2025 Curb & Gutter Project in the amount of \$490,933.50.

Motion carried by roll call vote: Jeff Tuttle – yes; Danny Van Wagoner – yes; Leonard Norton – yes; Trent Jackson – yes; Shawna Horrocks – yes; James Winn – yes; Jordan Leonard – yes; Patrick Sundstrom – yes.

e. **Project Budget Review**

Jacob reviewed the project budget with the board. After everything has been bid out, we currently have a contingency amount of \$132,000.00 left of the CIB money.

4. **Discuss/Approve/Deny: 2025-2026 Health Insurance Renewal**

Jacob reviewed the Health Insurance Rate Analysis for the July 2025-June 2026 year. Our health did go up by 5.7%, but that is still less than any other insurance including Regence or Select Health. The Vision and Dental did not change.

Jacob recommended that we renew the current health insurance plan with PEHP.

A motion was made by Leonard Norton and seconded by Jeff Tuttle to approve renewal of Health Insurance through PEHP Summit Executive Star in the amount of \$350,166.20.

Motion carried by roll call vote: Jeff Tuttle – yes; Danny Van Wagoner – yes; Leonard Norton – yes; Trent Jackson – yes; Shawna Horrocks – yes; James Winn – yes; Jordan Leonard – yes; Patrick Sundstrom – yes.

5. **Manager's Report**

a. **Discussion of Proposed Orangeville/Straight Canyon Subdivision**

Joe Humphrey is petitioning the board about a possible subdivision in Orangeville along Straight Canyon Road, HWY 29 and Coal Haul Road. He wants to know what he needs to do to make this happen. The board discussed it would have to be outside connections to help cover the difference in taxes but that it could be done because our line goes right through the lot. There was discussion on the concerns about how this would affect things going forward with other requests as well as water capacity. They discussed the possibility of annexing it into the district as an island but to do so they would have to open the charter and make changes to it. Orangeville would have to approve the connections first and receive the water shares before any connections could be made. There was also discussion on if we did the connections and

whether they would need to be their own water company and would be responsible for maintenance on those lines, and we would only be selling them water. It would need to still be built to our specs and meet all parameters. This will be an ongoing discussion as well as having him come in and speak to the board.

b. **Discuss/Approve/Deny: Emery WTP Roof Replacement**

Last month the insurance company came out and did an analysis of the damage to the Emery Water Treatment Plant roof. They gave us a check for \$1,471.00. After they left, we had Clean Cut Roofing come out and give us an estimate on a TPO membrane roof. The insurance said they needed to have an estimate of the equivalent of what was there before which was a tar and gravel. Clean Cut gave us an estimate on the tar and gravel, and it was slightly more than the TPO membrane quote, so the insurance approved the membrane roof for a lesser price. The insurance gave us another payment of \$1,640.00, once we submit our invoices to them, they will reimburse us for the repairs on the roof. The total for the repairs on the roof is going to be \$15,663.97.

A motion was made by Leonard Norton and seconded by Patrick Sundstrom to approve the EWTP roof replacement in the amount of \$15,663.97.

Motion carried by roll call vote: Jeff Tuttle – yes; Danny Van Wagoner – yes; Leonard Norton – yes; Trent Jackson – yes; Shawna Horrocks – yes; James Winn – yes; Jordan Leonard – yes; Patrick Sundstrom – yes.

c. **Discuss/Approve/Deny: Smith Annexation**

This is for an annexation in Elmo. Jacob explained that a while ago we said that we needed to put a spot for CVSSD to sign on the plats. We did that, but the description references Elmo Town city limits but does not mention the district at all. Jacob was wondering if we needed to have two separate plats one for the City and one for the District to sign or if we can do it all in one. Jacob is in discussion with the county recorder about the correct process and we need to wait on another plat. The board decided to table the discussion until we had further information.

A motion was made by Jeff Tuttle and seconded by Danny Van Wagoner to table the approval or denial of the Smith Annexation to our June meeting. Motion carried by all present.

7. **General Operational Items**

Jacob – Stated that we had the audit a couple weeks ago and it went well. He thanked Ariel for all her hard work. The auditors will be coming to report to the board in June or July.

Danny – Asked if we could get a system in place for the cities to get a copy of the recordings once they are done. Jacob said he would look into it. He also mentioned that there are two fire hydrants in Castle Dale that need repairs.

James – Audit Committee met and discussed that they need to be doing an internal audit plan so that is what they are going to be working on for the next meeting. Dustin Hansen asked about his water getting done on his annexation. Jacob discussed the secondary needs to be extended out to his area and that it will be a bit-by-bit project. Jacob also mentioned that the district now needs to look at the sewer lines and getting them out there as well.

8. **Discuss/Approve/Deny: April/May Vouchers**

The board reviewed the vouchers. There was an error on the April vouchers that needed to be modified so we needed to reapprove the vouchers for April.

A motion was made by James Winn and seconded by Patrick Sundstrom to approve May vouchers and adjust April's vouchers. Motion carried by roll call vote: Jeff Tuttle – yes; Danny Van Wagoner – yes; Leonard Norton – yes; Trent Jackson – yes; Shawna Horrocks – yes; James Winn – yes; Jordan Leonard – yes; Patrick Sundstrom – yes.

9. **Adjourn**

A Motion was made by Leonard Norton and seconded by Trent Jackson to adjourn the meeting at 8:02pm. Motion approved by all members present.