

**CASTLE VALLEY SPECIAL SERVICE DISTRICT  
REGULAR MEETING  
June 19, 2025**

**MEMBERS PRESENT**

BRAD GILES  
JEFF TUTTLE  
DANNY VAN WAGONER  
LEONARD NORTON  
GARY PRICE

TRENT JACKSON  
SHAWNA HORROCKS (By Phone)  
SHAUN BELL  
JORDAN LEONARD  
PATRICK SUNDSTROM

**STAFF PRESENT**

JACOB SHARP  
THOMAS SITTERUD  
MERRIAL JOHANSEN  
ARIEL GUYMON

**MEMBERS NOT PRESENT**

JAMES WINN

**NON-MEMBERS PRESENT**

RYAN RASMUSSEN  
ETHAN MANGUM  
WYATT HANSEN

Welcome by Chairman, Brad Giles at 7:00pm. Roll Call: Jeff Tuttle – yes; Danny Van Wagoner – yes; Leonard Norton – yes; Gary Price – yes; Trent Jackson – yes; Shaun Bell – yes; Jordan Leonard – yes; Patrick Sundstrom – yes; Shawna Horrocks – yes.

1. **Discuss/Approve/Deny: Minutes of May 15, 2025**

Motion was made by Danny Van Wagoner and seconded by Patrick Sundstrom to approve the minutes of May 15<sup>th</sup>, as prepared. Motion carried by all present.

2. **Audit Presentation: Smuin, Rich, and Marsing**

Ryan Rasmussen with Smuin, Rich, and Marsing presented the 2024 Audit Report to the board. Stating that all our basic financial statements as of December 31, 2024, are materially and respectively sound within the accordance of the generally accepted accounting standards of the United States of America. There were small changes in differences in expenditures and fund amounts from 2023 to 2024 but nothing significant. There were no findings for the year 2024.

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

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

JCI has finished the 2024 drainage project. We are still waiting on concrete collars around the manholes and the final inspection. The Final Pay Estimate is \$44,767.27. We had about \$42,000.00 left in that project budget so we went over a little bit and the extra money will come out of our fund balance. When we modify our budgets, we will account for the change in funds. We will also release the retainage when the final inspection is completed.

The final contract amount ended up being \$1,391,276.08 so there is a change order increasing the project by \$193,827.08, just the additions that we did last year cost us \$104,603.53. We came in close to our budget and used all of the CIB money.

A motion was made by Jeff Tuttle and seconded by Danny Van Wagoner to approve change order #1 to the amount of \$193,827.08 to JCI.

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

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

a. **2025 City Streets Project**

This project is underway and has started in Elmo. The subcontractor that is paving for them is coming next week. We have a pay estimate for Allred Construction to the amount of \$227,971.98 with \$11,998.52 held in retainage. He has moved down to Elmo where there is a small overlap in projects going on right now and they are working on both the Drainage Waterline project and the City Streets Project.

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

They have started this project. They are working on this and overlapping with the City Streets project at the same time in Elmo.

c. **2025 Curb & Gutter Project**

This project has not started yet but should start next month.

d. **2025 Chip Seal Project**

They have started hauling chips and they are planning to start the project after July 4<sup>th</sup>.

e. **Project Budget Review**

We currently have about \$132,830.73 in our contingency balance with all the projects contracted out currently and the materials that we need to purchase.

5. **Discuss/Approve/Deny: 2025 Certified Tax Rate**

The proposed certified tax rate is .002079 with a total project revenue of \$3,289,425.00. This is a combined total for the general fund and the debt service fund.

Jacob explained how the centrally assessed property valuations decreased and at the same time the home values were increased by the county assessor. The result was a shift of the tax burden to the homeowner, more than it has been in the past.

A motion was made by Danny Van Wagoner and seconded by Leonard Norton to approve the certified tax revenue report as presented. Motion carried by all present.

6. **Manager's Report**

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

This is the annexation that was discussed in the previous board meeting. We discussed needing a second plat to be signed for the service district. Josie Stilson from the county suggested having two plats, one for the city to sign and one for the district to sign. We need to do an approval for the annexation and then when we get the plats we will sign them and send them into the state for annexation into the city and the district.

A motion was made by Trent Jackson and seconded by Leonard Norton to approve the Smith annexation. Motion carried by all present.

b. **Discuss/Approve/Deny: Orangeville/Straight Canyon Subdivision**

This is still in the proposal stages. They needed to pivot the plans for this lot. He is now wanting to extend the water line down the road to give everyone services. Our main line goes right through this area. He is trying to get access from the main roads, but he wants to build a gravel road that would go off the main line. He wants to have 5 service lines come off our main line. Jacob told him we would need to look at him possibly paying for a fire hydrant if we approve connections. There was discussion on what the county requires for these subdivisions and how it will affect the infrastructure going forward. Jordan Leanord said that

there aren't any subdivisions currently in the county, so we do not have a current plan for these situations. Brad suggested putting together a committee to talk to the county's planning and zoning committee as well as the commissioners to discuss how this is going to affect all the citizens of the county where there is not the infrastructure currently in place for it. There was more discussion on possibly annexing it into the district as an island and all that would go into doing that going forward. There was also discussion on implementing an impact fee to help counter the costs.

c. **Discuss/Approve/Deny: Outside Connection Ferron -Ethan Mangum**

Jacob presented that the Mangum's are wanting to get outside culinary connections on bench road in Ferron. Ferron City Council has approved it contingent on the district's approval. Ethan Mangum said he would be willing to pay for the extension of the water line if the board approves it. The board discussed the possibilities of annexing it into the city and it's not possible currently because the people in the middle are not wanting to annex into the city. There was also discussion on if Ethan was to pay for the line if there would be any way for him to recoup the cost if the others on the line wanted to annex in or access the line. There was discussion on whether the district or the Mangum's would end up owning the line if he paid for the materials.

A motion was made by Trent Jackson and seconded by Patrick Sundstrom to approve the outside connection for Ethan Mangum contingent on him paying for the materials for the connection and signing a deed to grant the line to the district.

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

7. **General Operational Items**

Jacob – The roof on the Emery Water Treatment Plant has been fixed. North Emery Water Users flooded their plant so from Monday through today the district has been providing the water for them. But they are up and working now.

Brad – Asked our attorney if we needed to write a letter to the county about the issues that have been discussed at our meeting tonight having to do with the needed infrastructure for the county. Thomas said that Jordan is going to bring those things to the commission, and we can go from there.

Gary – When they cut down a resident's trees and put in the power poles they destroyed his secondary line. Gary is going to investigate more.

Shaun – Has been made aware that Orangeville has 200 meters that are not reading. Keith is currently working on getting those repaired.

8. **Discuss/Approve/Deny: June Vouchers**

The board reviewed the vouchers.

A motion was made by Gary Price and seconded by Patrick Sundstrom to approve the vouchers. Motion carried by roll call vote: Jeff Tuttle – yes; Danny Van Wagoner – yes; Leonard Norton – yes; Gary Price – yes; Trent Jackson – yes; Shaun Bell – yes; Jordan Leonard – yes; Patrick Sundstrom – yes; Shawna Horrocks – yes.

9. **Adjourn**

A Motion was made by Leonard Norton and seconded by Trent Jackson to adjourn the meeting at 8:34pm. Motion approved by all members present.