



WEST HAVEN SPECIAL SERVICE DISTRICT

Monday, June 16, 2025 6:30 pm
City Council Chambers
4150 South 3900 West, West Haven, UT 84401

BOARD MEMBERS

Chairman Dale Allen
Vice Chairman James Jenson
Clarence Kelley
Alisha Marigoni

Mayor Rob Vanderwood
Councilmember Ryan Swapp
Planning Member Melinda Stimpson

MEETING MINUTES OF JUNE 16, 2025

1. MEETING CALLED TO ORDER

- A. Chairman Dale Allen
Dale Allen called the meeting to order at 6:30 pm.

2. OPENING CEREMONIES

- A. Pledge of Allegiance – Ryan Swapp
B. Invocation – Rob Vanderwood

3. PUBLIC PRESENTATIONS (NO ACTION SHALL BE TAKEN. ALLOTTED FOR ISSUES NOT LISTED ON THE AGENDA)

No one was present for this item.

4. PUBLIC HEARING

- A. For the purpose of receiving public input on adopting the Final Budget for Fiscal Year 2026

John Wallace requested that the board consider adding 2 projects to the FY26 budget that did not get started in 2025. One being the purchase and installation of generators for 4700 W and 2700 W Lift Stations for \$15,000 and new pumps and VFDS installation on 4450 W Lift Station for \$300,000.

James Jenson made a motion to enter into a Public Hearing. **Clarence Kelley** seconded the motion.

AYES: Rob Vanderwood, Alisha Marigoni, Melinda Stimpson, James Jenson, Clarence Kelley, Ryan Swapp, Dale Allen
NAYS:
ABSENT:

No one was present to speak on this item

Melinda Stimpson made a motion to leave the Public Hearing. **Alisha Marigoni** seconded the motion.

AYES: Rob Vanderwood, Alisha Marigoni, Melinda Stimpson, James Jenson, Clarence Kelley, Ryan Swapp, Dale Allen
NAYS:
ABSENT:

5. ACTION ITEMS

- A. Resolution 09-2025 Adopting the Final Budget for Fiscal Year 2025-2026-Amy Davies

Amy Davies stated that there are no amendments for the 2025 budget
Ryan Swapp asked if there is anything specific that needs to be added to the motion
Amy Davies said we would be adding \$450,000 to account 4110 and it would increase that budget line item to \$800,000
Ryan Swapp asked if it came from account 4110 and will be going to 4110
Amy said that it is not a transfer, the actuals for 2025 will be lower by the two projects and increase the budget for 2026 for the two projects

Rob Vanderwood made a motion to approve Resolution 09-2025 Adopting the Final Budget for Fiscal Year 2025-2026 and the Capital Outlay Other account 4110 increasing by \$450,000 to \$800,000. **Ryan Swapp** seconded the motion.

AYES: Rob Vanderwood, Alisha Marigoni, Melinda Stimpson, James Jenson, Clarence Kelley, Ryan Swapp, Dale Allen
NAYS:
ABSENT:

B.	<p>Resolution 10-2025 Interlocal Agreement between West Haven Special Service District and West Haven City for reimbursement to the district for certain property costs and division of engineering and development costs-Shawn Warnke</p> <p>Shawn explained to the board that this interlocal agreement outlines the ownership of and development of the property between the two entities.</p> <p>Rob Vanderwood asked how the payment from the city for reimbursement would work</p> <p>Shawn stated that the city budgeted \$40,000 for engineering and development and the city has amended their budget for the repayment total of the property to the district.</p> <p>Amy Davies said that the district would have to invoice the city and the city can issue a check</p>
<p>Melinda Stimpson made a motion to approve Resolution 10-2025 Interlocal Agreement between West Haven Special Service District and West Haven City for reimbursement to the district for certain property costs and division of engineering and development costs. Clarence Kelley seconded the motion</p>	
<p>AYES: Rob Vanderwood, Alisha Marigoni, Melinda Stimpson, James Jenson, Clarence Kelley, Ryan Swapp, Dale Allen</p> <p>NAYS:</p> <p>ABSENT:</p>	
C.	<p>Resolution 11-2025 Interlocal Agreement regarding reimbursement to West Haven City from the West Haven Special Service District for a backhoe purchase and the division of operational and maintenance costs for the backhoe-Shawn Warnke</p> <p>Shawn Warnke explained that the budget contained an amount for a shared expense on a backhoe. The city currently owns a backhoe that is 12 years old and is having issues. The district would pay for 33% and the city would pay 67% of a new backhoe. The agreement helps with the division of the expenses and operation.</p> <p>Amy Davies said that the budgeted amount for the district is \$35,000.</p>
<p>James Jenson made a motion to approve Resolution 11-2025 Interlocal Agreement regarding reimbursement to West Haven City from the West Haven Special Service District for a backhoe purchase and the division or operational and maintenance costs for the backhoe. Melinda Stimpson seconded the motion</p>	
<p>AYES: Rob Vanderwood, Alisha Marigoni, Melinda Stimpson, James Jenson, Clarence Kelley, Ryan Swapp, Dale Allen</p> <p>NAYS:</p> <p>ABSENT:</p>	
D.	<p>Review and accept the Fraud Risk Assessment for fiscal year 2024-2025-Amy Davies</p> <p>Amy Davies explained that the State Auditor’s Office has a point system to determine where the risk level of the district is, between very and very low. The district is able to answer yes to all questions except the last one regarding internal audit functions. The total of the points earned is 375 and puts the district at a very low risk level. She explained that the second section of the assessment outlines the separation of duties.</p>
<p>Melinda Stimpson made a motion to approve the Fraud Risk Assessment for fiscal year 2024-2025. Rob Vanderwood seconded the motion.</p>	
<p>AYES: Rob Vanderwood, Alisha Marigoni, Melinda Stimpson, James Jenson, Clarence Kelley, Ryan Swapp, Dale Allen</p> <p>NAYS:</p> <p>ABSENT:</p>	
E.	<p>Resolution 12-2025 for the purpose of approving the West Haven Wal-Mart Subdivision Plat</p> <p>Ed Mignone said that Wal-Mart has received preliminary approval from the City but would need the board’s approval of the plat before the city can issue final approval per Utah State Statute.</p> <p>John Wallace said that capacity-wise wise everything looks good. There is a line down 3500 that may need to be upsized in the future</p>
<p>James Jenson made a motion to approve resolution 12-2025 for the purpose of approving the West Haven Wal-Mart Subdivision Plat. Alisha Marigoni seconded the motion.</p>	

AYES: Rob Vanderwood, Alisha Marigoni, Melinda Stimpson, James Jenson, Clarence Kelley, Ryan Swapp, Dale Allen NAYS: ABSENT:	
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6.	<u>Staff Report and Project Updates</u>
A.	<p>John Wallace</p> <p>John stated that he would like to get work on getting capital projects started earlier so we don't run into the issue of things not being started before the end of the budget year. He said that the projects that are going on now are going well. The 2700 W lift station is getting ready to start. A Geo-tech report came back and they will need to drive some pylons down to secure things.</p> <p>Rob Vanderwood asked if the district or city could send out a notice of information when they start work on the pylons. John Wallace said we can put something on social media and will inform staff of what is going on.</p> <p>There was discussion about what will be done on the property purchased until development of the new facilities starts</p>
B.	<p>Ed Mignone</p> <p><i>Ed had nothing to report</i></p>
	Ryan Swapp said that Resolution 12-2025 has the name incorrect on the top section.

Ryan Swapp made a motion to move back to item 5-E. Rob Vanderwood seconded the motion.

AYES: Rob Vanderwood, Alisha Marigoni, Melinda Stimpson, James Jenson, Clarence Kelley, Ryan Swapp, Dale Allen NAYS: ABSENT:	
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Ryan Swapp made a motion to move back to item 5-E. **Rob Vanderwood** seconded the motion.

AYES: Rob Vanderwood, Alisha Marigoni, Melinda Stimpson, James Jenson, Clarence Kelley, Ryan Swapp, Dale Allen NAYS: ABSENT:	
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Ryan Swapp made a motion to change the wording on Resolution 12-2025 and remove West Haven Villas and replace it with West Haven Wal-Mart Subdivision. **Melinda Stimpson** seconded the motion.

AYES: Rob Vanderwood, Alisha Marigoni, Melinda Stimpson, James Jenson, Clarence Kelley, Ryan Swapp, Dale Allen NAYS: ABSENT:	
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8.	<u>CENTRAL WEBER UPDATE</u> - Mayor Vanderwood
	<p><i>Mayor Vanderwood updated the board on the project on 1900 W</i></p> <p><i>He also let the board know that the county is going to try and take over the LMSA and get a board put together for them</i></p> <p><i>There are talks about running sewer over the mountain to the Huntsville area</i></p> <p><i>This is the last year of the 3 years that were proposed for a tax increase of 8% from Central Weber</i></p> <p><i>The Ultraviolet Light treatment should start in July</i></p> <p><i>Truth and Taxation will take place in July for Central Weber</i></p>

- 8. CONSENT AGENDA**
- A. Action on minutes (May 19, 2025)
 - B. Billing adjustments (May 2025)
 - C. Monthly accounts payable (June 2025)
 - D. West Haven City - \$55,632.15 (Invoice 06202510 Administrative Services for June 2025)
 - E. West Haven City - \$27,195.84 (April 2025 Storm Drain Fees)
 - F. West Haven City - \$119,757.16 (April 2025 Garbage Fees)

G. Roy City Corporation - \$5,359.00 (Surplus Water)

H. Central Weber - \$409,648.00 (Invoice 2328567 Quarterly fees)

Charis Sully said that 8-D should be May 2025

Rob Vanderwood asked for clarification on 8-G

James Jenson made a motion to approve items A-H. **Ryan Swapp** seconded the motion.

AYES: Rob Vanderwood, Alisha Marigoni, Melinda Stimpson, James Jenson, Clarence Kelley, Ryan Swapp, Dale Allen

NAYS:

ABSENT:

11. ADJOURNMENT

James Jenson made a motion to adjourn at 7:18 PM. **Rob Vanderwood** seconded the motion.

AYES: Rob Vanderwood, Alisha Marigoni, Melinda Stimpson, James Jenson, Clarence Kelley, Ryan Swapp, Dale Allen

NAYS:

ABSENT:

Dated this 21st day of July 2025

Charis Sully

Charis Sully, District Recorder