1. Minutes of the Public Meeting of the **Uintah Special Service District 1 Board - August 13th 2025** in the conference room of the Uintah Recreation Center located at 610 South Vernal Ave. Vernal, Utah. The meeting was called to order at 6:30 p.m.

PARTICIPANTS/STAFF:
Jamey Smuin, Wayne Simper, Shaun Murray, Jo Gardner, Uintah County Commissioner Willis LeFevre, Robin O'Driscoll, Joe McKea, Joel Brown, Ross Morton, Mike Harrington (Legal Counsel), Executive Director Cheryl Meier, HR/CFO Shawna Weaver, Amanda Wilson, Dustin Hinkle, Rafe Johnston, Tara Alsip

ABSENT/EXCUSED

ATTENDANCE:
Jeff Merrell, Terry Kiever, Ellen Kiever, Colby Kiever, Doug Hammond, Marquita Hammond, Evan Baker, Holly Baker, Randy Anderson, ML Allred, Kelly Laursen, Lois Porter, Stuart B Porter, Denny Mecham, Mark Jensen, Margo Weeks, Janna Peterson, Terry B. Stringham (Stringham Enterprises)

Minutes recorded and written by Board Clerk Amanda Wilson

2. PRAYER Jamey Smuin, **PLEDGE OF ALLEGIANCE** Robin O'Driscoll

Moment of silence held in memory of James Wheeler

3. APPROVAL OF MINUTES Joel Brown made a motion to approve the July 9th 2025 Board Meeting USSD1 Regular Board Meeting Minutes. Robin O'Driscoll seconded the motion.

The motion passed unanimously.

4. BOARD INPUT, FOLLOW UP ON MINUTES, COMMITTEE REPORTS
Golf Lounge- The project is moving along and is on schedule for the 90 Day completion time.

All Wheel Park- The project is also on schedule with a grand opening planned for late September or early October. A Walmart grant of $5,000 was received to purchase helmets for the park.

Corporate Memberships- Corporate memberships are now called "business membership." A new program software is being implemented and there will be a 15% discount regardless of the amount of employees.

5. PUBLIC INPUT
There was no public input.

Note: Agenda Item #16 TV Services was moved up earlier in the meeting

16. TV Services
Denny Mecham expressed concern over the loss of about 15 over-the-air channels and asked whether the board plans to renew the maintenance contract for the broadcast sites. He emphasized the technical difficulty and cost of maintaining the sites, advocating for qualified professionals like those currently doing the work. He urged the county to address the issue promptly and restore service.

Terry Kiever expressed concern over the loss of several television channels from a local service that many community members rely on. He emphasized the importance of restoring the service, noting that many residents depend on it. He urged the Board to prioritize reinstating the lost channels.

Randy Anderson stated that Uintah County has eight licensed TV stations, each capable of multiple channels. He emphasized the importance of free TV access, especially for seniors who can't afford cable and expressed appreciation for the service.

Ellen Kiever spoke to the Board and stated that the TV channels are worth the cost due to the number of people they serve. She emphasized that many senior citizens cannot afford cable or satellite and rely on these stations. She and her husband spoke with Commissioner John Laursen last year, who had promised to look into the issue but has not seen any follow through. She urged the Board to restore and maintain the service, stressing that many in the community depend on it and deserve better support and communication.

Vernal City Mayor Doug Hammond reported receiving numerous calls from people across the Valley asking how to restore TV service. He emphasized that the desire to have TV restored extends beyond those present at the meeting, reflecting broad community interest.

Executive Director Cheryl Meier noted that while the District has long paid for TV services, the purpose and management of those services have never been clearly defined. The most recent signed contract that could be found dates back to 2007. In early 2025, Terry, the current provider, was asked for patience while the Board worked to address the situation. Although payment to Terry was approved through May, he responded that no maintenance work had been performed, so payment was never sent. Terry also stated that his contract expired in December 2024. The Board discussed the need to clearly define the scope of TV services, determine who should receive them, who should pay for them, and who should manage the service. A valid contract is needed to protect all parties involved, and the Board emphasized the importance of financial transparency, including documentation of hours worked and equipment used.

Terry Stringham (Stringham Enterprises), who took over maintaining the TV system from his father, explained the many technical and logistical challenges involved in keeping the service running. The system has historically been a partnership with Uintah County, with USSD1 acting as a pass-through entity managing mineral lease funds. Terry described dealing with outdated equipment, the forced transition after the FCC sold broadcast spectrum to T-Mobile, and the resulting costly transmitter replacements—some of which failed and required repair or replacement. He detailed a complicated and sometimes confusing contract history, including shifting county roles and inconsistent contract management. Despite significant personal time, expenses, and risks, Terry has worked to maintain the system and stressed the importance of clear communication and ongoing financial support to keep reliable TV service available.

Over the years, there have been significant technical and vendor challenges. Terry highlighted ongoing issues with equipment, signal reliability, and infrastructure, including harsh terrain and inadequate cooling systems in the transmitter buildings. He also addressed how contracts have historically been signed by a mix of county officials and district representatives, with little clarity on formal responsibilities. Notably, there is currently no legally binding agreement requiring Uintah County or the special service district to provide TV services. Budget constraints remain a concern. Uintah Special Service District has typically budgeted $48,000 for TV maintenance annually as a pass-through, $100,000 was added in 2025 for new transmitter equipment, raising concerns about the sustainability of pass-through payments if the county reduces its support. Discussions have been ongoing between the commission and the district throughout 2024 and 2025, with the commission raising questions to ensure mineral lease funds will be available if the district assumes full management.

County Commissioner Willis LeFevre addressed the Board on behalf of the County Commission, clarifying that neither the state nor federal government imposes a legal requirement for the county to provide television services. He read an email from Heidi Lundberg, Uinta County Emergency Manager, to support this point. Commissioner LeFevre recommended that USSD1 take responsibility for managing television services to keep all related efforts centralized in one place.

Jeff Merrell highlighted the importance of clearly defining which entity holds responsibility for providing this essential service to the county. It was noted that mineral lease funds may be utilized, but that proper contracts and audits are necessary to ensure transparency and prevent potential issues. He emphasized the need for careful management to effectively serve the community.

Mike Harrington (Legal Counsel) spoke to the Board regarding the legal standpoint of this issue. He explains that for USSD1 to provide TV services, it must fall within the enumerated categories of Title 17B, with recreation being the closest fit. He questions whether over-the-air entertainment legally fits within ‘recreation’ and suggests that it may be a county obligation. Other counties (Daggett and Duchesene) pay for it out of the county general fund. The board needs to decide if providing TV fits within recreation, if not, USSD1 cannot take it on, and it would go to the county.

Shaun Murray made a motion to define over the air tv as recreation.
Joe McKea seconded the motion.
LeFevre Aye, Murray Aye, O’Driscoll Aye, McKea Aye, Brown,Aye.
Morton Nay, Smuin Nay.
Motion passes.

Shaun Murray made a motion to hire Stringham enterprise to get TV back up and maintained for the end of the year at the rate of $2500 per month, with any extra costs to be paid for by Uintah County and move forward with a procurement process moving forward starting in 2026.
Joel Brown seconded the motion.
LeFevre Aye, Murray Aye, O'Driscoll Aye, Morton Aye, McKea Aye, Brown Aye, Smuin Aye

6. Resolution No. R108-13-2025 - Creation of Local Building Authority (LBA)
Consideration of a resolution providing for the creation of a Local Building Authority by Uintah Special Service District 1, Utah; authorizing official action; providing an effective date; authorizing incidental action; and related matters.

Mike Harrington (Legal Counsel) presented Resolution No. R108-13-2025, which provides for the creation of a Local Building Authority. The LBA will serve as a separate legal entity, controlled by the same governing body, enabling the Board to have greater flexibility in funding capital projects.

Joe McKea made the motion to approve resolution No. R108-13-2025 Creation of Local Building Authority (LBA)
Joel Brown seconded the motion.
LeFevre Aye, Murray Aye, O'Driscoll Aye, Morton Aye, McKea Aye, Brown Aye, Smuin Aye

7. Articles of Incorporation - LBA
Mike Harrington presented the Articles of Incorporation and Bylaws of the newly created Local Building Authority. Once officially recorded, the LBA will be formally established, with current board members serving as the LBA Board. Officers—including a Chair and Vice Chair—will be selected from among the members. LBA meetings will be conducted by adjourning the regular USSD1 meetings and convening LBA meetings as needed under the new structure.

8. Bylaws - LBA
The Bylaws were presented with the Articles of Incorporation.

Robin O'Driscoll made the motion to approve the Articles of Incorporation and Bylaws of the LBA as presented.
Joe McKea seconded the motion.
LeFevre Aye, Murray Aye, O'Driscoll Aye, Morton Aye, McKea Aye, Brown Aye, Smuin Aye

9. Asset Transfer Agreement w/ UTSSD
Commissioner LeFevre requested that this item be placed on the agenda, expressing the commission's desire to clean up the agreement. A discussion took place among Board Members, with various viewpoints shared.

Jamey Smuin made a motion to keep the Transportation District debt and allocate $0 to the Uintah Transportation Special Service District.
Joel Brown seconded the motion
LeFevre Nay, Murray Nay, O'Driscoll Nay, Morton Nay, McKea Aye, Brown Aye, Smuin Aye

No secondary motion was made. The item failed to move forward.

10. Avalon Discussion
Commissioner LeFevre provided a brief summary of the ongoing discussions concerning the Avalon Property. He reported that the county is requesting USSD1 to remove the three large trees on the property, address necessary repairs to the septic system and water infrastructure. He also noted that, moving forward, the Avalon Property will be managed and maintained by the county.

11. Policy 500 - Code of Conduct (First Reading)
Executive Director Cheryl Meier presented Policy 500 – Code of Conduct to the Board for the first reading. She noted that the policy committee, along with legal counsel, has reviewed the document prior to this presentation.

12. Policy 510 - Sexual Harassment, Hostile Work Environment & Discrimination (First Reading)
Executive Director Cheryl Meier presented to the Board Policy 510 - Sexual Harassment, Hostile Work Environment & Discrimination for the first reading. She noted that the policy committee, along with legal counsel, has reviewed the document prior to this presentation.

13. Policy 340- Volunteers (First Reading)
Executive Director Cheryl Meier presented to the Board Policy 340 - Volunteers for the first reading. She noted that the policy committee, along with legal counsel, has reviewed the document prior to this presentation. Policy 340 has been revamped based on SB150.

14. Policy 215 - Background Check (First Reading)
Executive Director Cheryl Meier presented to the Board Policy 215 - Background Check for the first reading. She noted that the policy committee, along with legal counsel, has reviewed the document prior to this presentation.

Shaun Murray made a motion to approve Policy 500 - Code of Conduct, Policy 510 Sexual Harassment, Hostile Work Environment & Discrimination. Policy 340 Volunteers, and Policy 215 Background Check for the first and second reading.
Ross Morton seconded the motion.
LeFevre Aye, Murray Aye, O'Driscoll Aye, Morton Aye, McKea Aye, Brown Aye, Smuin Aye

15. Pickleball Court Project
Executive Director Cheryl Meier presented updated cost estimates to the Board for building new courts at Ashley Park and Naples Park, following up on last month's discussion. The proposed project includes two tennis courts and 4–6 pickleball courts at

Ashley Park, and 4–6 pickleball courts at Naples Park. Each location may be eligible for a $50,000 grant from Pickleball USA to support benches, lighting, and fencing. An additional NRCS grant may also be available at a later date.

Cheryl shared bids from three companies: Renner (a state bid contractor), Park and Tennis Courts (builder of the existing courts), and a third company that does not use state bids. Renner's bid came in at $574,777 for Ashley Park (excluding lights, but including fencing) and $313,174 for Naples. Parkin submitted the highest bids at $650,000 for Ashley Park and $360,000 for Naples. Cheryl Meier recommended moving forward with the project.

> *Ross Morton made a motion to proceed with moving forward with both pickleball court projects not to exceed $650,000 for Ashley Park and $360,000 for Naples Park.*
> *Joe McKea seconded the motion.*
> *LeFevre Nay, Murray Nay, O'Driscoll Nay, Morton Aye, McKea Aye, Brown Aye, Smuin Aye.*

16. TV Services
Addressed earlier in the meeting.

17. FINANCIALS
Financials are in Dropbox.

Joe McKea made a motion to adjourn the meeting.

Meeting adjourned 10:13 pm