

**SAN JUAN TRANSPORTATION SPECIAL SERVICE DISTRICT  
MEETING MINUTES**

**Monday ▪ June 02, 2025 ▪ 7:00 p.m.  
117 S Main, Monticello, UT**

**1. Call to Order** - The special meeting of the San Juan Transportation Special Service District was called to order by Chairman Kirk Crowley at 7:03 p.m., on Monday, June 2, 2025. The following persons were present for all, or portions of the meeting.

**Transportation District Board Members**

**Chairman:** Kirk Crowley

**Vice Chairman:** Michael Haviken

**Secretary/Treasurer:** Shane Shumway (Excused)

Eric Grover

Mike Christensen

Lori Maughan

**Clerk:** Cindi Holyoak

**Special Service District Administrator:** Kelly Pehrson

**Visitors**

Todd Adair

Kaeden Kulow

Summary: Attendees of the San Juan Transportation Special Service District meeting included Kirk Crowley, Michael Haviken, Eric Grover, Commissioner Lori Maughan, Clerk Cindi Holyoak, Administrator Kelly Pehrson, Todd Adair, and Kaden Kulo, who reviewed financials, approved payables including a payment to Bluff City, discussed pending and potential projects in various municipalities, and agreed to match Road B and C funds. Kelly Pehrson announced his resignation, prompting a discussion about a replacement administrator, with Kirk Crowley volunteering; the board also discussed potential grant funding and partnership opportunities for Bluff projects and the scheduling of upcoming meetings. The main talking points included the district's financial status, approval of project funding, discussions on various transportation projects across different areas, and the administrative transition due to Kelly Pehrson's resignation.

**1. Welcome and Call to Order** - Administrator Pehrson called the meeting to order at 7:03 p.m.

**2. Minutes Approval:** Motion was made by Erik Grover to approve the minutes of the March 24, 2025 meeting. The motion was seconded by Mike Christensen. The motion passed unanimously.

**3. Financial Review:** Administrator Pehrson included a balance sheet for the board to review with the following summary:

**\$54,458.66 in the checking account**  
**\$840,934.29 in the SRS fund**  
**\$2,755,411 million in the mineral lease fund**  
**Total assets: 3.65 million.**

**Liabilities:**

**Loan of \$500,000 is down to \$170,000**  
**CIB Bond of \$2.1 million is down to \$750,000**  
**Total liabilities: \$920,000.00**

**Equity:**

**3200 fund balance: 1,661,190.54**  
**Net Income: \$222,292.66**  
**3250 committed capital projects: 850,000.00**  
**Total Equity: 2,733,483.20**

**Profit/Loss: Total mineral lease income**

**Jan 1 - June 2, 2025**

**State Mineral Lease Payment: \$155,720.92**  
**Federal Payments: \$22,017.90**  
**Interest Income: \$39,431.70**  
**Capital 63B Interest Income: \$12,356.09**  
**Total Income: \$229,526.61**

**Expenses:**

**Professional Services: \$6400.00**  
**Board Stipend: \$550**  
**Operating Costs: \$283.95**  
**Total Expenses: \$7,233.95**

**Net Income: \$222,292.66**

Administrator Pehrson mentioned a pending \$26,000 check to Bluff City for previously approved projects. Mineral lease income is in line with the budget, and there is optimism about potential increases due to new mining activity and nuclear power developments.

**4. Consider Accounts Payable -** Administrator Kelly Pehrson presented the check detail, which included QuickBooks payments, board stipends, and payroll. Kelly requested adding a \$26,977.34 check to Bluff City, representing 50% of their approved project matching Road B funds. **Motion was made by Mike Christensen to approve the payables, as presented to include the Bluff City check. The motion was seconded by Lori Maughan and passed unanimously.**

**5. Consider Projects -**

Administrator Pehrson outlined pending projects, noting that Bluff City still has \$30,000 outstanding and Blanding has received their approved payment. Monaceel City has approximately \$125,000 or \$250,000 available from previous years' matching Road B funds but has not yet presented a project. Todd Adair confirmed that the county's \$350,000 in SRS funds and approximately \$100,000 for Perkins Crossing have been approved, with SRS projects nearing completion. Kaden Kulow stated that Monticello City is looking at maintenance projects on the east side of town, including chip seal and crack fill, contingent on available funding. Kelly Pehrson clarified that Road B funds can be used for maintenance with board approval.

**Matching Road B and C Funds** Kelly Pehrson recommended that the board match Road B funds for each municipality and city again this year. **MOTION was made by Michael Haviken to approve matching funds for Road B for Monticello and Blanding, and Road C for Bluff for the 2025 year. The motion was seconded by Mike Christensen and opened for discussion:**

**Eric Grover: Aye**

**Michael Haviken: Aye**

**Kirk Crowley: Aye**

**Lori Maughan: Aye**

**The motion passed unanimously.**

**6. Board Round Table -**

Kelly Pehrson announced his resignation as the District Administrator due to his appointment as the Commissioner of Agriculture for the State. Kelly offered to assist with the transition and suggested the board consider recommendations for a replacement, emphasizing the need for someone with QuickBooks and business knowledge. Kirk Crowley volunteered to assume the

administrator role, contingent upon board approval and potentially stepping off the board. The board agreed to schedule a special meeting to consider this matter. Todd Adair reported that the county is a top finalist for a \$12 million grant for paving the road from the forest boundary to Nizshoni Campgrounds. Michael Haviken discussed projects in Bluff, including a \$1,041,000 old highway pavement project and upcoming work on Canyon Road erosion and Second Street East. Michael inquired about potential board interest in partnering with the Community Investment Board for the Bluff highway project. Administrator Pehrson and Chairman Kirk Crowley discussed the district's financial status regarding existing bonds and savings, noting that it might not be advantageous to pay off the CIB bond early due to the favorable interest rate compared to the savings account interest.

**7. Upcoming Meeting Schedule:** Jul 7, 2025 7:00 PM , Sep 8, 2025 7:00 PM

**8. Other Business:** There was no other discussion.

**9. Adjournment:** Motion was made by Michael Haviken to adjourn the meeting at 7:42 p.m. The motion was seconded by Erik Grover and passed unanimously.

Attest: /s/Cindi Holyoak

Approved: /s/ Kirk Crowley, Chairman, Date: Sept 8, 2025