Box Elder and Perry Flood Control Special Service District
Perry City Offices 1950 S Highway 89
5:18 PM Tuesday, September 16, 2025

Members Present: Chairman Bryce Thurgood (Facetime), Board Member Paul Nelson, Board Member Taylor Clark, Board Member Michael Harper

Others Present: Tyra Bischoff; Board Secretary

Members Excused: Vice Chairman Kevin Pebley

1. **Welcome and Call to Order**
Chairman Bryce Thurgood welcomed everyone and called to order the September 16, 2025, Box Elder and Perry Flood Control Special District meeting.

2. Public Comment
None.

3. Discussion/Action Items

A. Update on Cleanup

Matt Robertson sent an email with the update on the cleanup efforts which was reviewed. It addressed the state report from the Perry Basin Dam inspection. The primary action identified was the removal of woody vegetation within 25 feet of the embankment. It was noted that this task had already been included in the drawings for the maintenance project and would be handled by Ormond Construction. Steve Ormond had been contacted, and his crew was scheduled to complete the work on the basins the following week. Board members were invited to ask questions or request further follow-up if needed. Board Member Taylor Clark mentioned that the Maddox ditch was becoming weedy again. After some discussion, it was decided that addressing this issue could wait until the following year, preferably after the spring runoff, as it would likely remain manageable until then.

B. Update on State Inspection

The update on the state inspection was covered in conjunction with the cleanup discussion, as both items were closely related. No additional information specific to the state inspection was presented.

C. Agreed Upon Procedures

Board Secretary Tyra Bischoff provided an explanation of the agreed-upon procedures, describing it as a “soft audit” required by the state due to the significant project expenditure from the previous year. Davis and Bott, specifically Matt Jensen, was assisting with this process.

Tyra had been responding to email inquiries and providing requested information. During this process, it was discovered that there were some procedures the board should be implementing but had not been aware of previously. Some items were from Matt Jensen and some were from Tyra looking for bylaws and though unable to find bylaws, there were some old minutes and a resolution that provided some direction. These items included:

1. Board members completing the open public meetings act training annually.
2. The need for bylaws to provide clearer direction and clarity on board operations.
3. The requirement for a sixth board member who is a non-voting representative from the city council.
4. Clarification on the roles of vice-chairman and treasurer, currently both held by Kevin Pebley.
5. The process for filling board vacancies which involves posting the vacancy for 30 days, followed by a public hearing and appointment.

Tyra suggested that the board could start the annual open meetings training now and in January, either by watching it individually or as a group during a meeting. She also mentioned working with Bill Morris, the city attorney, to draft bylaws based on those from another special district.

The board members agreed that Tyra should work with Bill to develop bylaws and present them at a future meeting. They also discussed the possibility of having both David Rogers and Bill Morris attending the next meeting to provide more information on the agreed-upon procedures and proposed bylaws.

D. Board Member Replacement Discussion

Chairman Bryce Thurgood indicated he might be considering leaving the board. Tyra explained the process for replacing a board member, which includes posting the vacancy for 30 days, followed by a public hearing and appointment. She encouraged Bryce to inform the mayor when he was ready to step down so that the process could begin.

4. Approving Meeting Minutes

- August 19, 2025

MOTION: Board Member Paul Nelson moved to approve the minutes. Board Member Taylor Clark seconded the motion.

Roll Call: Chairman Bryce Thurgood, Yes
Vice Chairman Kevin Pebley, Absent
Board Member Paul Nelson, Yes
Board Member Taylor Clark, Yes
Board Member Michael Harper, Yes

5. Motion to Approve Invoice Payments (Roll Call Vote)

- Tyra Bischoff - $99.75

MOTION: Board Member Mike Harper made a motion to approve the invoices. Board Member Paul Nelson seconded.

Roll Call: Chairman Bryce Thurgood, Yes
Vice Chairman Kevin Pebley, Absent
Board Member Paul Nelson, Yes
Board Member Taylor Clark, Yes
Board Member Michael Harper, Yes

6. Items for Next Agenda and Board Member Items

The board discussed items for the next meeting's agenda, including:

1. David Rogers present the tentative budget and discussing the agreed-upon procedures audit.
2. Potential presentation of draft bylaws.
3. Update on the cleanup efforts by Ormond Construction.

8. Adjournment

MOTION: Board Member Paul Nelson moved to adjourn the meeting. Board Member Taylor Clark seconded the motion.

All Board Members were in favor. The meeting ended at 5:40 p.m.