



UTSSD BOARD MEETING

October 28, 2025 - Starting at 6 p.m.

Uintah County Commission Large Conference Room

152 E 100 N, Vernal, UT 84078

ATTENDING

Board Members: Shawn Labrum, Bob Leake, Ryan Cook, Mark Raymond, Sonja Norton

Additional Attendees: Jon Stearmer (Kunz), Troy Osler (CIVCO Engineering), Bryan Meier (Sunrise Engineering), Craig Nebeker (Horrocks), Scott Hardman (County Roads) Nick Rousseau (Vernal City) and Julie Joy-Hundley

Minutes recorded and written by Administrative Assistant Julie Joy-Hundley

Shawn Labrum opened the meeting at 6:00 pm

Prayer- Troy Osler

Pledge of Allegiance - Shawn Labrum

Shawn Labrum suggested going into closed session to discuss the professional competence of an individual and pending or imminent legal obligation as the first order of business.

Mark Raymond made a motion to go into closed session to discuss both professional competence of an individual and pending or imminent legal obligation, Ryan Cook seconded the motion. Roll Call Vote - Raymond Aye, Leake Aye, Norton Aye, Cook Aye, Labrum Aye. Unanimous

Closed Session was dismissed and the board meeting reconvened at 6:20pm

1 - Approve Meeting Minutes from Board Meeting 9-9-2025

Ryan Cook motioned to approve the meeting minutes for September 9, 2025 and Mark Raymond seconded the motion.

2 - Approve expenditures from September 2025 and Account Status

Ryan reported expenditures for September were \$40,473.38 PTIF Account balance \$9,890,643.41 and \$0 of mineral lease funds issued to UTSSD for the month of September. Mark Raymond motioned to approve expenditures as presented and Sonja Norton seconded the motion with a clear update that no mineral lease funds were issued to UTSSD. Motion passes unanimously.

3 - Project updates Independence Rd (Bart) -

Update provided 10/29

A. Milestones accomplished this month:

- We received the aerial survey data from our subconsultant. We have imported the data and have plan sheets set up.
- We have imported the existing surface data and are proofing it with the ground data.
- We are working on the design parameters for the road and analyzing the alignment with AASHTO standards.

B. Milestones to be accomplished:

- Continue the design process. Get a 30% design ready for review with the District in the coming weeks.
- We will continue to work with the county attorney and county surveyor on establishing where the county claimed right-of-way is.
- Take cores of the road to determine what roadway structure is currently there (anticipating little to no road base, and likely native asphalt over native dirt road).
- We will work on the environmental compliance review with our environmental specialist to determine what surveys may be needed.

C. Budget Status

- Preconstruction Engineering Phase –\$ 355,500 Approx. 13% Complete (\$46,215)
- Environmental Phase - \$71,000 Approx. 0% Complete (\$0)
- Construction Engineering Phase - \$614,000 Approx. 0% Complete (\$0)
- Construction Budget - \$11,285,000 (\$10,353,000 + \$932,000 Contingency)
Approx. 0% Complete (\$0)

D. Schedule status:

- We anticipate being on track with our plans and specs being ready to bid in December of 2025 for the construction window to start in Spring of 2026. This is

dependent on environmental clearances that may be needed.

E. Input needed from others?

- Not at this time.

F. Other issues/concerns

- None at this time.

G. Invoice Summary

All invoices are current. Thank you!

4 - Project updates Redwash Rd (Bart) -

Update provided 10/29

A. Worked on US Army Corps of Engineers (USACE) Permit for the areas next to the road. This was determined to be needed, but was not initially anticipated for the project. Continued correspondence with USACE on this. The person at USACE that is reviewing is difficult to work with and may be delayed due to the government shutdown. However, we can do work outside the permit area until that comes through if needed.

- Performed a QC review of all project plans and specifications. We are working on revisions that arose from that QC review and should have them done in the next couple of days.

B. Milestones to be accomplished:

- Update final cost estimates with the latest revision of the plans. Need to meet with District members once we have the estimates updated to review the budget and make sure we are ready to advertise.
- We will work to get the project advertised by the 2nd week of November with a bid opening for the 2nd week of December.
- Continue working on temporary construction easements for private landowners. We still need to review the easement form with the District and County Attorney and then work to get them signed by each landowner. This can happen before, during, or after bidding, but just needs to be done before construction on the driveways begin.

C. Budget Status

- Preconstruction Engineering Phase –\$ 300,000 Approx. 99% Complete (\$297,000)
- Environmental Phase - \$12,000 Approx. 100% Complete (\$12,000)
- NEPA Cultural Surveys - \$23,000 Approx. 100% Complete (\$23,000)
- NEPA ULT, YUHAS & Paleo Surveys - \$27,000 Approx. 100% Complete

(\$27,000)

- Additional USACE Permitting, Rate Increases, Delays (Not in current scope) – Approximately
- Construction Engineering Phase - \$450,000 Approx. 0% Complete (\$0)
- Construction Budget - \$7,552,000 (\$6,928,000 + \$624,000 Contingency) Approx. 0% Complete (\$0)

D. Schedule status:

- We are working to advertise by 2nd week of November, have bid opening 2nd week of December. Notice of Award in December's meeting and see about starting construction right after the new year.

E. Input needed from others?

- Not at this time.

F. Other issues/concerns

- We are currently working through the USACE permit, despite the difficult person there that is reviewing it. Federal Government shutdown is slowing things down as well. However, there is work we can do outside of the permit areas.
- Jones & DeMille has incurred additional costs with the added scope of work for the USACE permit, the YBCU coordination, and delays from agency reviews, as well as the rate increases for hourly rates over the last couple of years when we were waiting on wildlife and BLM concurrence. We are hoping to submit a contract amendment to cover those additional costs. We can submit that proposal to the board for approval.

G. Invoice Summary

All invoices are current. Thank you!

5 - Project updates 7500 E (Bryan)

Byan - Project is out to bid and bids are due by Nov 6th. UDOT will share the bids.

Troy Osler - The UTSSD board will need to select the candidate as presented by UDOT. The identity of the firms bidding for the job are not revealed, only the bid amount is provided to ensure it will meet the budget amounts.

Adding the action to select a firm to the next board meeting.

6 - Project Updates 500 North (Shawn)-

Craig Nebeker updated - the contract is waiting on local government (UTSSD) signatures. Follow up with Larry Montoya is needed to verify status if Shawn doesn't have notification of contract signing.

7 - 2026 Budget -

Ryan Cook updated, the UTSSD board held a workshop on 10/28 to start the review of the budget for 2026. Several meetings are being scheduled to address changes and review details in order to be prepared for the November meeting where a tentative budget will be reviewed and approved with final approval in December.

8 - Chair Updates

No updates from the Chair

9 - **Administrative Assistant Compensation** - Item is on hold until the 11/11/2025 meeting with further discussion from Mark Raymond's concerns and/or questions.

Meeting adjourned at 6:50pm

| Board Members | Contact Information | Project Assignment |
|---|----------------------------|--------------------|
| Shawn Labrum - Chairman | shawnlabrum@utssd.utah.gov | Independence Rd |
| Bob Leake - Co-Chairman | bobleake@utssd.utah.gov | 7500 East |
| Ryan Cook - Treasurer | ryancook@utssd.utah.gov | 500 North |
| Sonja Norton | snorton@uintah.utah.gov | |
| Mark Raymond | markraymond@utssd.utah.gov | Redwash Road |
| Website - https://utssd.utah.gov/ | | |

Special Accommodations

In accordance with the Americans with Disabilities Act, individuals needing special accommodations during this meeting should notify Julie Joy-Hundley 24 hours in advance at (435)828-8407

I certify that a copy of this notice was posted at least 24 hours prior to meeting time and notification given to the Utah Public Notice Website pursuant to UCA 52-4-202.