

Minutes of the Public Meeting of the Uintah Special Service District 1 Board

Date: October 8, 2025

Location: Conference Room, Uintah Recreation Center, 610 South Vernal Ave. Vernal, Utah

1. Call to Order: 6:30 PM.

Participants/Staff:

Jamey Smuin, Wayne Simper, Uintah County Commissioner Willis LeFevre, Ross Morton, Shaun Murray, Jo Gardner, Robin O'Driscoll, Joe McKea, Joel Brown, Mike Harrington (Legal Counsel), Executive Director Cheryl Meier, Amanda Wilson, Dustin Hinkle

Absent/Excused:

Shawna Weaver

Public Attendees:

Janalee Kinsey (GBS), Bart Jensen (Jones and DeMille Engineering)

2. Prayer: Jo Gardner Pledge of Allegiance: Jamey Smuin

3. Approval Of Minutes Robin O'Driscoll made a motion to approve the September 10th 2025 Board Meeting Uintah Special Service District 1 Regular Board Meeting Minutes. Joe McKea seconded the motion.

The motion passed unanimously.

4. Board Input, Follow-up on Minutes, Committee Reports

Serenity Park -Cameras have been installed in Ballard and remaining units are coming online soon. Cameras have helped identify and catch vandals, including a recent incident at the Recreation Center building. Vandalism has decreased since cameras were installed. Most incidents involve youth, and corrective actions are in place.

Ashley Park Gazebo – The gazebo will be moved on Oct. 9th. Daughters of Utah Pioneers will take responsibility for maintenance and use.

Naples Pickleball Courts – Project moved up due to other contractor delays. Mayor Baker suggested relocating courts to reduce light and noise concerns. Final approval to be discussed at Naples City Council meeting.

All-Wheel Park Grand Opening – The event is set for November 1. Pro riders and community partners will participate. "Wear It for Barrett," "Buckle Your Brain," and local health and recreation partners will distribute free helmets.

Avalon / Multipurpose Room – The Avalon community has requested gym space for Halloween activities. Coordination has been transferred to Jess Herman with Uintah County, who now manages access. The septic system update is nearly complete.

5. Public Input

No Public Input

6. Public Hearing to receive input from the public with respect to (i) the proposed issuance of the Series 2025 Bonds and (ii) any potential economic impact that the improvements, facility or property financed in whole or in part with the proceeds of the Series 2025 Bonds may have on the private sector.

Jamey Smuin opened the Public Hearing.

No Public Comment

Jamey Smuin closed the Public Hearing

7. GBS Benefit Approval

Executive Director Cheryl Meier presented to the Board the upcoming annual renewal of benefits with GBS Benefits. The district's premiums will increase by 6.3%, which is significantly lower than the average 12–20% increase seen elsewhere. A proposal was made to introduce a Health Savings Account (HSA) option alongside the existing \$250 deductible plan, discontinuing the \$500 deductible plan. The HSA plan includes a \$3,000 individual and \$6,000 family deductible, with 100% coverage once the deductible is met. This plan would reduce district costs by approximately 16–17%, and part of the savings could be contributed to employees' HSAs as an incentive. The district also plans to add an Employee Assistance Program (EAP) to provide mental health, financial, and stress management support for all employees at a minimal cost. Employees will be able to contribute to their HSAs through payroll deductions, and the district's contribution amount will be determined later. Education sessions will be held to help employees understand and transition to the new HSA option.

Joe McKea made a motion to approve the GBS Benefit Package for 2026.

Joel Brown seconded the motion.

LeFevre Aye, Murray Aye, O'Driscoll Aye, Morton Aye, McKea Aye, Brown Aye, Smuin Aye.

8. 2025 Fraud Risk Assessment

Executive Director Cheryl Meier presented the 2025 Fraud Risk Assessment. Uintah Special Service District 1 received a score of 395, placing the district in the very low risk category.

9. Policy 520 - Alcohol and Drug Free Workplace (First Reading)

Mike Harrington presented to the Board Policy 520 Alcohol and Drug Free Workplace. This policy prohibits alcohol, illegal drugs, and marijuana use, including for those with medical marijuana cards. Discussion focused on applying the policy to all employees

versus only safety-sensitive roles. The policy has been reviewed by Intermountain Toxicology and the Trust.

Willis LeFevre made a motion to approve Policy 520 - Alcohol and Drug Free Workplace for the first reading.

Shaun Murray seconded the motion.

LeFevre Aye, Murray Aye, O'Driscoll Aye, Morton Aye, McKea Aye, Brown Aye, Smuin Aye.

10. Policy 550 - General Safety and District Vehicle Operation (First Reading)

Mike Harrington presented to the Board Policy 550 General Safety and District Vehicle Operation. This policy sets safety standards for general work and district vehicle use. It requires hazard reporting, safety training, and use of protective equipment. A safety committee reviews incidents and employee performance, with disciplinary actions for violations.

Joe McKea made a motion to approve Policy 550 - General Safety and District Vehicle Operation for the first reading and second reading.

Joel Brown seconded the motion.

LeFevre Aye, Murray Aye, O'Driscoll Aye, Morton Aye, McKea Aye, Brown Aye, Smuin Aye.

11. Cafe & Event Coordinator Position - Golf Course

Executive Director Cheryl Meier discussed creating a Cafe and Event Coordinator position at the golf course. This role would manage the cafe, coordinate food for tournaments, corporate events, and parties, and help operate the new golf lounge year-round. The position aims to improve customer experience, expand offerings, and generate revenue. The cafe and lounge will be open year-round, including monitored sledding in winter, with potential small fees for sledding. Staffing will cover busy hours, but exact schedules are still being finalized.

Joel Brown made a motion to approve the Cafe & Event Coordinator Position
Jamey Smuin seconded the motion.

LeFevre Aye, Murray Aye, O'Driscoll Aye, Morton Aye, McKea Aye, Brown Aye, Smuin Aye.

12. Financials

The financial reports were made available in Dropbox for review.

13. Adjournment

Joe McKea made a motion to adjourn the meeting.

The meeting adjourned 7:43 PM

Minutes recorded and written by Board Clerk Amanda Wilson