

**NORTH FORK SPECIAL SERVICE DISTRICT
FIRE & GARBAGE FEE/RATE HEARING &
MONTHLY MEETING OF THE BOARD OF OFFICERS
Meeting Minutes
October 9, 2025, at 7:00 p.m.**

This meeting was hosted via Zoom Application only pursuant to Utah Code 52-4-207(5)(e).

Monthly Meeting of the Board of Officers

Board members present:

Dr. Stephen Minton –Chairman	Stewart Olsen –Vice Chairman	Scott Hart –Trustee
Chad Linebaugh –Trustee	Keith Payne – Trustee	
Duaine Dorton –Trustee	Gary Liddiard– Treasurer joined w/fire staff at station	

Absent Board members:

Staff members present:

Emily Johnson –District Clerk	Colette Crawford –District Clerk	Joe Martin –Controller
Aubree Lincoln–Public Works	Chris Wright –Public Works Director	

Public present:

Steven Spiker

Monthly Meeting of the Board of Officers

1. Welcome and call to order

Dr. Stephen Minton – Chairman called the meeting to order 7:04 p.m.

2. Public Comments:

Steve Spiker Steve-Resident reported concerns that residents have for the Utah Valley University's (UVU) plans to use the former Ashton home. The HOA has been advised they intend to use it as a conference center for events of up to 100 people, raising concerns about water usage, garbage disposal, and traffic. Steve shared concerns from an HOA president about UVU potentially violating CC&Rs, bylaws, and zoning regulations with their expanded use of the property. District Clerk, Emily Johnson will reach out to a new contact she received for UVU and set up a meeting with Chairman, Dr. Minton to discuss UVU's plans for the 3 properties UVU recently has obtained in the District.

4. Informational Items (Discussion Only)

a. Fire/EMS Report

Chief Marsella was not present at tonight's meeting.

- There have been 265 calls for NFFD emergency service in 2025
- 69 EMS transports in 2025
 - Billed YTD: \$200,425.59
 - Collected YTD: \$137,363.81

- October 30, 2025 will be the official end of the wildland season staffing
- Several significant incidents in the canyon in September included a semi-truck rollover, shooting, and a 4 car/5 patient mass-casualty motor vehicle accident.
- Wildland revenue billings are currently at \$1,595,495.78

b. District Clerk Information

- Emily Johnson reported check registers were distributed in the board packet for review prior to the meeting for board and staff to review.
- 3 properties sold in the District this past month.
- County assessments for 2025-2026 have been updated for customer accounts.
- NFSSD Fall Community Meeting to discuss issues such as potential fire station bond will be held on Tuesday October 14th at the Screening Room at Sundance Mountain Resort. Details are listed at the District website.

c. Financial Information

Joe Martin presented the District's financial status and budget plans for 2025 and 2026. He explained that total revenue was up by \$400,000 compared to the previous year, and the District had a negative net income due to project expenses that would be reclassified as assets. Joe discussed the preliminary budget for 2026, which managers and department heads had developed based on prior year spending and future needs. He noted that wildland revenue was expected to be significantly higher than budgeted. Joe also reviewed the District's assets, liabilities, and unrestricted funds, emphasizing that the District was in good financial condition with adequate cash flow.

d. Water/Wastewater Reports

Water Department Information for September

- Our overall water consumption is higher than in prior years.
- Aspen Grove wet-well levels are averaging 6.6 feet for September 2025 which is slightly down from last month. This time last year, in September 2024, our average was 7.71 feet.
- Stewart Spring is averaging 89 gpm for September 2025, which is same as last month. This time last year it was averaging 88.52 gpm for September 2024.
- Stewart spring overflow is running 21 gpm for the month of September which is down from last month. Total, Stewart Spring produced an average of 110 gpm for September.
- Unaccounted water Upper Pressure Zone
 - Still at zero.
- Lower Pressure Zone and Stewart Zone
 - Unaccounted water is 30% altogether.
- We have replaced 241 meters so far as of September 7th, 2024. And 239 meters are on cellular endpoints now. We only have a few meters left.
- COP has started construction of the water treatment plant. They have installed the underbuilding pipelines and are backfilling they are planning to do the foundation soon.
- Aqua is working on master meters and updating the master plan.
- We had a leak detection company go over the system. They found one leak on SCAPO and one on Light side.
- We dug up to repair the Stewart leak location and there was no leak.
- We did asphalt by Three sisters to protect three water valves.
- We did asphalt on multiple meters to move the cellular endpoints to a better location.
- We are now doing multiple water samples every other week. We are completing the PFAS sampling as well.
- We purchased a generator for the Stewart tank pumps. Now that we have two homes on the pressure line we need to have generator backup.

- We need to decide what we want to do with siding

Wastewater Department Information for September

- We have one lab for September, TSS and BOD were out of limits.
- The plant construction is moving forward they are still working on the foundation.
- We plan to have the addition roofed and equipment installed in November.
- We are working through the process on keeping the plant operational and bringing new equipment online.
- We need to decide on a secondary screw press
- We need to decide on what we want to do with siding
- The generator automatic transfer switch is having issues, and we have our supplier looking for parts. Currently if we lose power, we will have to manually transfer the switches.
- Chris Wright reported that the District garbage compactor is undergoing repairs while out of service during the construction at the wastewater plant.

e. Committee Reports

Chad Linebaugh-Fund Raising Committee reported Utah County reached out to him as President of Sundance Mountain Resort regarding a study taking place. Utah County has hired a firm (Sean Segar) to perform a study similar to the one performed in the District recently by The Langdon Group. The County wants feedback on Sundance Resort's vision and potentially North Fork Special Services District involvement. The group explored opportunities to secure more County support, including requests for increased law enforcement presence, firehouse funding, and better returns on taxes paid, with Duaine suggesting they approach the County about supporting the firehouse project. The board agreed to meet to determine how to best respond to the County's request, with Emily offering to help schedule a committee meeting.

Stewart Olsen-Sewer Committee reported they will be holding a meeting to discuss the potential new sewer press.

Keith Payne-Conservation Committee reported they preformed a wood project which included approximately 40 truck loads of down wood being removed from the area. Efforts to widen the roadways by removing brushes are taking place as well. DNR has been involved with chipping dead wood.

Scott Hart-Fire Committee reported they are currently working on the presentation for the 2025 Fall Community Meeting taking place October 14th.

Steve Spiker reported that the Rocky Mountain Power Project is considering trenching up Stewart Road during a District project. He asked Chris Wright to follow up on this report.

The personnel committee will meet next week to go over the budgets and potential employee bonuses for 2025-2026.

5. Action Items

a. Approval of the September 9, 2025, Monthly Meeting Minutes

Stewart Olsen motioned to approve the September 9, 2025 meeting minutes as written. Chad Linebaugh seconded. All aye and no opposed. Motion passed.

b. Approval of the September 25, 2025, Special Meeting Minutes (Workshop)

Stewart Olsen motioned to approve the September 25, 2025 meeting minutes as written. Keith Payne seconded the motion. Duaine Dorton abstained, all other members aye and no opposed. Motion passed.

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48 **c. Consideration of a Resolution to Update District Garbage Fees & Rates**

49 A hearing to consider changing the rate of garbage services was held September 11, 2025.

50 Stewart Olsen motioned to approve Resolution 2025-05 “Changing the rate of garbage service charges”.

51 Duaine Dorton seconded the motion. All aye and no opposed. Motion passed.

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53 **d. Consideration to adopt a Tentative Revised Budget for 2025**

54 Duaine Dorton motioned to adopt a tentative revised budget from 2025. Stewart Olsen seconded. All aye
55 and no opposed. Motion passed.

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57 **e. Consideration to adopt a Tentative Budget for 2026**

58 Scott Hart motioned to adopt a tentative budget for 2026. Keith Payne seconded the motion. All aye and
59 no opposed. Motion passed.

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61 **f. Consideration to set a public hearing date for 2025-2026 Budget**

62 Duaine Dorton motioned to set a budget hearing date for November 13th at 6:00 p.m.. Scott Hart seconded
63 the motion. All aye and no opposed, motion passed.

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65 **Adjourn Board of Officers:**

66 At 9:08 p.m. Keith Payne motioned to end the Board of Officers Meeting. Duaine Dorton seconded. All aye and no
67 opposed. Meeting adjourned.

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- Meeting recording and notes taken by District Clerk-Emily Johnson and Colette Crawford.
 - Materials presented in the meeting are available at the Utah Public Notice Website which can be accessed through <https://www.northforkdistrictutah.gov/>