

**NORTH FORK SPECIAL SERVICE DISTRICT  
SPECIAL MEETING OF THE BOARD OF OFFICERS  
Meeting Minutes  
November 5, 2025, at 3:00 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	Duaine Dorton –Trustee
Scott Hart –Trustee arrived at 3:19 p.m.	Keith Payne –Trustee	
Chad Linebaugh –Trustee arrived at 3:33 p.m.		

**Absent Board members:**

Gary Liddiard –Treasurer

**Staff members present:**

Emily Johnson –District Clerk	Nathan Bracken-Legal	Jeff Gittins-Legal
Aubree Lincoln–Public Works	Chris Wright –Public Works Director	Ryan Taylor-Engineer

At 3:40 p.m. Jeff Gittins and Nathan Bracken-district’s legal left the meeting.

**Public present:**

None

**Special Meeting of the Board of Officers**

**Welcome and call to order**

Dr. Stephen Minton – Chairman called the meeting to order at 3:08 p.m.

**Public Comments:**

None

**Closed Session** per Utah Code 52-4-205(1)(d) to hold a strategy session to discuss the purchase, exchange, or lease of real property, including any form of a water right or water shares.

Stewart Olsen motioned to enter into closed session to discuss the purchase of water rights. Duaine Dorton seconded. All aye and no opposed, closed session commenced at 3:08 p.m.

At 3:31 p.m. Stewart Olsen motioned to end the closed session and reenter into open session. Duaine Dorton seconded the motion, all aye and no opposed. Open session commenced.

**Action Item (Motion and Voting):**

**a. Consideration to purchase water rights or shares.**

Nathan Bracken stated the reason for today’s closed meeting was to discuss the offer of an opportunity to buy 1.5 water shares held by the Provo Bench Canal & Irrigation Company, a company that is dissolving. There is a relatively short time frame in which to indicate interest and finalize a purchase agreement, hence the need for the special meeting. The board has discussed the matter with Nathan and his partner, Jeff Gittins,

District's legal counsel. Historically, Provo Bench shares have been successfully moved to the District's system with no difficulty. The Provo Bench Company is being dissolved, therefore any share purchased would be later converted into a stand-alone water right, a change order application will need to be filled to move the water into the District's water system. Normally there is a process where the District follows different steps to purchase water shares/rights, but in this case, we have valuable water rights that are fundable, should the water not be able to be moved into the District's system, it can be sold, and the District can recoup money spent on the shares. The North Fork Board has decided to authorize staff to engage in efforts to purchase these shares, understanding there is a short time frame and we will not be able to get a change order approved before the purchase is made. The shares are based on Class A water rights. These are the highest priority water rights under Provo water decree.

Stewart Olsen motion to make an offer of \$75,000 per right on 1.5 water rights. Chad Linebaugh seconded. All aye, no opposed. Motion passed.

**b. Consideration to approve APCO Scope of Work for Water Treatment Plant**

Duaine Dorton motioned approve the scope of work for APCO work for water treatment plant. Scott Hart seconded. All aye and no opposed. Motion passed.

**Adjourn Board of Officers:**

At 3:44 p.m. Scott Hart motioned to end the meeting. Duaine Dorton seconded. All aye and no opposed. Meeting adjourned.

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