

FRUITLAND SPECIAL SERVICE DISTRICT

RESOLUTION NO. 2025-0822

A Resolution Ratifying the Hiring of Employee Zack Taylor

WHEREAS, Zack Taylor was hired as Operator for the Fruitland Special Service District in August 2022; and

WHEREAS, original hiring documentation (job posting, interview record, and hiring action record) from August 2022 was not retained in the District's files; and

WHEREAS, Zack Taylor has continuously served as the District Operator since his original hire date and remains an employee in good standing; and

WHEREAS, the Board desires to formally affirm and record the hiring for compliance, audit completeness, and accurate recordkeeping;

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE FRUITLAND SPECIAL SERVICE DISTRICT THAT:

1. The hiring of Zack Taylor, effective August 2022, is hereby ratified, affirmed, and adopted into the official record.
2. Zack Taylor is confirmed as an active employee of the District, with compensation continuing as approved in the adopted budget.
3. This resolution shall be filed in the District employment records and included in the audit documentation.

PASSED AND APPROVED this 13 day of Nov, 2025.



Vicki Savage, Chair

Attest: 

Judy Wilkerson, Clerk



INTERNAL ADMINISTRATIVE RECORD – HIRING DOCUMENTATION

Background:

Zack Taylor was hired as Operator in August 2022. Employment documents (job posting, interview notes, and hiring authorization) were not retained in the District's files. This was discovered during the payroll and employee audit information request in 2025.

Corrective Action:

On 11-13, 2025, the Board of Trustees reviewed and ratified the prior hiring action to ensure the record is complete, compliant with Utah Code, and properly documented for audit purposes.

Outcome:

Zack Taylor is confirmed as an active employee of the District, and the signed resolution and verification sheet are included in the audit packet.

Filed by:

Judy Wilkerson, Clerk

