

**MINUTES OF THE REGULAR MEETING OF THE
EMERY COUNTY SPECIAL SERVICE DISTRICT #1
December 08, 2014**

Attendees at the meeting:

Chairman Kent Petersen

Board Members, Bevan Wilson, Richard Jensen, Merrill Swasey and Dean King

Howard Tuttle and Merrial Johansen, Johansen and Tuttle Engineering

Wayde Nielsen, Emery County Road Department

Paul Cowley, Emery County Commissioner-elect, Archie Allred, and Sherrel Ward

Leslie Bolinder, Secretary for District

**PUBLIC HEARING TO RECEVE PUBLIC COMMENTS TO OPEN AND AMEND THE
FY2014 GENERAL FUND AND CAPITAL PROJECT FUND**

A motion was made by Merrill Swasey to go into Public Hearing to receive public comment on the amended FY2014 general fund and capital project fund. The motion was seconded by Dean King and approved by all members present. The chairman read the proposed amendments.

A motion to go out of this Public Hearing was made by Bevan Wilson and seconded by Merrill Swasey. The motion was approved by all members present.

**PUBLIC HEARING TO RECEVE PUBLIC COMMENT REGARDING THE TENTATIVE
BUDGET FOR FY 2015 GENERAL FUND AND CAPITAL PROJECT FUND.**

A motion was made by Merrill Swasey to go into Public Hearing to receive public comment on the proposed 2015 budget. There was a copy of the proposed 2015 budgets for the public to review. Archie Allred stated that there is a safety factor to be considered on the proposed Cleveland South Flat Bus Loop CR 201-15-01. Sherrel Ward noted that there were many walkers, bikers, and runners that use this road which is very narrow for pedestrian and cars. Richard Jensen stated that funding would determine the length of the Cleveland South Flat Bus Loop Road project.

A motion to close the public hearing was made by Bevan Wilson. The motion was

seconded by Merrill Swasey and approved by all members present.

APPROVAL OF FY2014 AMENDED BUDGET FOR THE GENERAL FUND AND CAPITAL PROJECT FUND.

The amended budget for FY2014 was approved on a motion by Merrill Swasey. The motion was seconded by Richard Jensen and approved by all members present. A copy is attached to the minutes.

APPROVAL OF FY 2015 BUDGET FOR GENERAL FUND AND CAPITAL PROJECT FUND.

The final budget for FY 2015 was approved on a motion by Merrill Swasey. The motion was seconded by Richard Jensen and approved by all members present. A copy is attached to the minutes.

APPOINTMENT OF PROJECT MANAGER FOR CLEVELAND SOUTH FLAT BUS LOOP #201-15-01

A motion to appoint Bevan Wilson as the Project Manager for the proposed Cleveland South Flat Bus Loop Road Project was made by Merrill Swasey. The motion was seconded by Dean King and approved by all members present.

APPROVAL OF MEETING SCHEDULE FOR 2015.

The proposed meeting schedule for FY 2015 is as follows:

Monday, January 12, 2015
Monday, February 09, 2015
Monday, March 09, 2015

Page Three
Minutes of ECSSD#1
December 8, 2014

Monday, April 13, 2015
Monday, May 11, 2015
Monday, June 8, 2015
Monday, July 13, 2015
Monday, August 10, 2015
Monday, September 14, 2015
Monday, October 19, 2015
Monday, November 9, 2015
Monday, December 14, 2015

A motion was made by Merrill Swasey to approve the FY 2015 meeting schedule as presented. The motion was seconded by Dean King and approved by all members present. Leslie will make sure the meeting schedule is properly noticed in the Emery County Progress.

UPDATE OF CURRENT PROJECTS

South Moore Phase 10 - County Road 803

The engineering reported that there was a conference call with UDOT to finalize engineering documents in final preparation for advertising the project. UDOT has approved all plans for advertising. The engineer needs to forward the documents into an electronic advertising file. The project should then be advertised in January.

The engineer examined the BLM ROW documents and there was no language that said the county would be responsible to repair the fences. The fences were built right on the ROW line.

SITLA ROW Acquisition - B Roads

Dave Blackwell indicated that he would try to draft a letter to SITLA before he leaves office the end of December. Nancy Strickland is the contact for SITLA.

Cleveland South Flat Bus Route - County Road 201

The engineer reported that the surveys are complete. They are drafting the ROW documents to be presented to the landowners. The engineer reported that there will be a statement on fence responsibility written into the ROW. The new road will be 28' wide which is larger than the 20-22' existing road. The road will be designed for a 35 MPH speed limit. There are numerous utilities that will have to be relocated. The old turn will be abandoned and no longer maintained by the county. The landowner, on the turn, will be given a way to get into his property. The culverts will be replaced and the old ones will be given to the county. The engineer has met with Carl Fillmore, North Emery Water User's Special Service District to discuss what will have to be done with their water lines. The road will have to be closed, except for local traffic, during the construction of this project. There will have to be some coordination with the school district regarding the school buses.

Bevan Wilson asked if Archie Allred would be willing to approach the landowners with him and the engineer. Mr. Allred indicated he would be willing to help discuss the ROWs with the landowners.

DISCUSSION OF BOARD MEMBER TERMS

Kent Petersen, Dean King, and Bevan Wilson terms are up 12/31/14. The chairman will write a letter to the commission expressing the board desire to have these gentlemen re-appointed for another term.

PAYMENT OF BILLS AND FINANCIAL REPORT

The financial report was not available by meeting time.

- a. The distribution of mineral lease revenue from MMS for October 2014 was not ready by meeting time.
- b. A motion to ratify the mineral lease 2014 excess revenue from SITLA was approved on

a motion by Richard Jensen and a second by Dean King. The motion was approved by all members present. The distribution was as follows:

The allocation for FY 2013 Excess Administration is \$21,724.05 (50% to Emery County and the other 50% to be distributed to districts as per Resolution.

ECSSD#1	\$4,344.81
LBA	\$3,149.99
CVSSD	\$1,412.06
Rec. District	\$868.96
Fire District	\$868.96
NEWUers	\$217.25

The bills, as presented, were approved for payment on a motion by Dean King. The motion was seconded by Richard Jensen and approved by all members present.

APPROVAL OF NOVEMBER 10, 2014 MEETING MINUTES

The minutes for 11/10/2014 were unavailable by meeting time.

ADJOURNMENT

The meeting was adjourned at 11:30 a.m. as the meeting came to the end of the agenda. The next meeting is scheduled for January 12, 2015.

Approved by:



Kent Petersen, Chairman


Date

**BILLS APPROVED BY ECSSD#1
December 08, 2014**

Emery County - 98-4000-2800 - Telephone	\$30.00
Rocky Mountain Power - 98-4000-7503 (estimated amount as billing has not been received yet)	\$300.00
Emery County Progress - 98-4000-2000	\$60.00
Bevan K. Wilson 98-4000-2800 - Cell Phone	\$50.00
98-4000-2300 - Mileage	\$11.20
98-4000-6210- Board Meeting Stipend/Project Mgr.	<u>\$300.00</u>
	\$361.20
Richard Jensen - 98-4000-6210 - Board meeting Stipend/Project Mgr.	\$300.00
98-4000-2800 - Cell Phone	\$ 50.00
98-4000-2300- Mileage	<u>\$ 19.60</u>
	\$369.60
Dean King - 98-4000-6210 - Board meeting Stipend/Project Mgr.	\$300.00
98-4000-2300 - Mileage	\$105.28
98-4000-2800 - Cell Phone	<u>\$ 50.00</u>
	\$455.28
Kent Petersen - 98-4000-6210 - Board meeting Stipend/Project Mgr.	\$300.00
98-4000-2300 -Mileage/Lodging/Christmas Gifts	\$552.80
98-4000-2800 - Cell Phone	<u>\$50.00</u>
	\$902.80
Merrill A. Swasey - 98-4000-2800 - Cell Phone	\$50.00
98-4000-2300 - Mileage/Expenses	\$5.60
98-4000-6210 - Board member Stipend/Project Mgr.	<u>\$300.00</u>
	\$355.60
Total	\$2,834.48



EMERY COUNTY SPECIAL SERVICE DISTRICT NO. 1

P. O. Box 1055
Castle Dale, Utah 84513
Telephone: (801) 381-5217

December 10, 2014

Steven Barton
Emery County Treasurer
Emery County Courthouse
Castle Dale, UT 84513

Dear Steve:

Please transfer sufficient funds from PTIF 1325 to ECSSD#1 checking account to cover bills approved in their regularly scheduled meeting on December 08, 2014 (attached). Thank you.

Sincerely,

A handwritten signature in blue ink that reads "Leslie Bolinder".

Leslie Bolinder, Secretary for District

cc: Brenda Dugmore

- Amended-
FY2014 BUDGET

RESOLUTION NO 12-08-2014B

Be it resolved by motion of Merrill Swasey and second by Richard Jensen , and unanimous vote of the Directors of the Emery County Special Service District #1 present at the meeting on December 08, 2014, as required by law, adopts the following as the **amended** budget for fiscal year **2014**.

REVENUE/SOURCES

Mineral Lease Payments	\$ 900,000
Interest Earned	\$ 34,000
PCIFB	\$ 92,200
State Parks Access (Jt. Hwy. Committee)	\$1,000,000
UDOT Aeronautical State Funds	\$ 75,244
Transfer from Capital Projects	<u>\$ 945,000</u>
	\$3,046,444

EXPENDITURES/USES

Public Notices	\$ 1,000
Travel Expense	4,500
Office Expense	2,000
Telephone	3,500
Board Expenses	20,000
County Services	55,000
Attorney Service	4909
Engineering	
Huntington Airport Pavement Preservation	\$ 8,000
CR 803 South Moore Phase 10	\$ 15,000
Concrete Culverts/Dips	\$ 22,500
CR 701 Millsite State Park Access	<u>\$115,000</u>
Independent Audit	2,350
Liability Insurance/Bonds	11,000
Miscellaneous Expenses	1,500
Miscellaneous Services	4,500
Dues and Contributions	<u>150</u>

Subtotal

Road Projects:

Huntington Airport Pavement Preservation	\$ 75,335
Concrete Culverts CR #401	\$ 160,000
Millsite State Park Access CR #701	\$ 2,000,000
Chip Seal Projects	\$ 300,000
South Moore Phase 10 CR#803	\$ 130,000
SITLA ROW Class B Roads`	<u>\$ 92,200</u>

Subtotal

Sewerage	\$ 3,000
Drainage	3,000
Garbage	3,000
Street Lighting	3,000
Flood Control	3,000
Snow Removal	<u>3,000</u>

Subtotal

\$ 18,000

TOTAL FY2014 AMENDED BUDGET

\$3,046,444.00

FY2015 BUDGET
RESOLUTION NO. 12-08-2014A

Be it resolved by motion of Merrill Swasey and second by Richard Jensen , and unanimous vote of the Directors of the Emery County Special Service District #1 present at the meeting on December 08, 2014, as required by law, adopts the following as the budget for fiscal year 2015.

REVENUE/SOURCES

Mineral Lease Payments	
Interest Earned	\$ 1,000,000
PCIFB	\$ 34,000
Transfer from Capital Projects	\$ 92,200
	<u>\$ 403,400</u>
TOTAL REVENUE	\$ 1,529,600

EXPENDITURES/USES

Public Notices	\$ 1,000
Travel Expense	4,500
Office Expense	1,500
Telephone	2,000
Board Expenses	20,000
County Services	55,000
Attorney Service	5,000
Engineering	
Cleveland South Flat Bus Loop	\$ 115,000
Independent Audit	2,300
Liability Insurance/Bonds	20,000
Miscellaneous Expenses	1,500
Miscellaneous Services	4,500
Dues and Contributions	1,000
Sewerage	2,000
Drainage	2,000
Garbage	2,000
Street Lighting	3,600
Flood Control	2,000
Snow Removal	<u>2,000</u>
	Subtotal
	\$246,900
Road Projects:	
Cleveland South Flat Bus Loop	\$ 770,500
Chip Seal Projects	\$ 300,000
SITLA Right of Way Easements	\$ 92,200
South Moore Phase 10 CR#803	\$ 120,000

TOTAL FY2015 BUDGET

\$1,529,600

Capital Projects Fund:

Revenue/Sources

Transfer from General Fund

Contribution from Fund Balance

\$

Total Revenue

\$403,400

Expenditures/Uses ,

Transfer to General Fund

\$

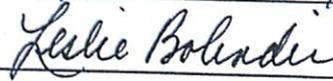
Total Expenditures

\$

APPROVED BY:



ATTEST:



DATE:

12/8/14