



WEST HAVEN SPECIAL SERVICE DISTRICT
Monday, January 12, 2026 6:30 pm
City Council Chambers
4150 South 3900 West, West Haven, UT 84401

BOARD MEMBERS

Chairman Dale Allen
Clarence Kelley

Mayor Rob Vanderwood
Councilmember Ryan Swapp
Planning Member James Jenson

MEETING MINUTES OF JANUARY 12, 2026

1. **MEETING CALLED TO ORDER**

- A. Chairman Dale Allen
Dale Allen called the meeting to order at 6:31 pm.

2. **OPENING CEREMONIES**

- A. Pledge of Allegiance – James Jenson
- B. Invocation – Ryan Swapp

3. **PUBLIC PRESENTATIONS** (NO ACTION SHALL BE TAKEN. ALLOTTED FOR ISSUES NOT LISTED ON THE AGENDA)

No one was present for this item.

4. **ACTION ITEMS**

- A. Elect Board Chairman 2026

James Jenson made a motion to nominate Dale Allen as 2026 Board Chairman. **Clarence Kelley** seconded the motion.

AYES: Rob Vanderwood, James Jenson, Ryan Swapp, Clarence Kelley, Dale Allen
NAYS:
ABSENT:

- B. Elect Board Vice Chairman 2026

Dale Allen made a motion to nominate James Jenson as 2026 Vice Chairman. **Clarence Kelley** seconded the motion.

AYES: Rob Vanderwood, James Jenson, Ryan Swapp, Clarence Kelley, Dale Allen
NAYS:
ABSENT:

5. **ACTION ON RESOLUTION 01-2026** to declare a 1991 Onan Genset as Surplus and authorize its sale

James Jenson made a motion to approve Resolution 01-2026 declaring a 1991 Onan Genset at surplus and authorizing its sale. **Clarence Kelley** seconded the motion.

AYES: Rob Vanderwood, James Jenson, Ryan Swapp, Clarence Kelley, Dale Allen
NAYS:
ABSENT:

6. **STAFF REPORT**

- A. John Wallace
John updated the board on the 5100 W Manhole relining project. He said he would like to do the same thing to 8 other manholes in that area that need repair. He also updated the board on the status of the 2700 W Lift Station, stating that it the wet well looks good and things should start going faster now.
- B. Ed Mignone
Did not have an update for the board

7. **CENTRAL WEBER UPDATE**- Mayor Vanderwood
Mayor Vanderwood stated that Central Weber's meeting is on January 26, so there is no update tonight.

8. **CONSENT AGENDA**

- A. Action on minutes (December 16, 2025)

- B. Billing adjustments (December 2025)
- C. Monthly accounts payable (January 2026)
- D. West Haven City- \$55,632.15 (Invoice 01202601 Administrative Services for December)
- E. Gardner Engineering- \$7,526.20 (Invoice 5521 2700 W Lift Station)
- F. Central Weber Sewer Improvement District- \$169,513.00 (4th Quarter Impact Fees)
- G. Uppercase Printing, Ink- \$7,932.00 (invoice 3864 Utility Bill Processing Supplies)
- H. Nearmap US, Inc- \$5,940.50 (Invoice 01774870 Nearmap Software)
- I. Xylem Water Solutions- \$106,161.54 (Invoice 3556E03951 4450 Lift Station Pumps)
- J. Xylem Water Solutions- \$63,143.69 (Invoice 3556E05243 4450 Lift Station Pump Parts)

Clarence Kelley made a motion to approve items A-J. **Ryan Swapp** seconded the motion.

AYES: Rob Vanderwood, Alisha Marigoni, Melinda Stimpson, James Jenson, Ryan Swapp, Clarence Kelley, Dale Allen
NAYS:
ABSENT:

9. ADJOURNMENT

James Jenson made a motion to adjourn at 6:50 PM. **Rob Vanderwood** seconded the motion.

AYES: Rob Vanderwood, James Jenson, Ryan Swapp, Clarence Kelley, Dale Allen
NAYS:
ABSENT:

Dated this 9th day of February 2026



Charis Sully, District Recorder