

**CASTLE VALLEY SPECIAL SERVICE DISTRICT
REGULAR MEETING
JANUARY 15, 2026**

MEMBERS PRESENT

BRAD GILES
JEFF TUTTLE
DANNY VAN WAGONER
LEONARD NORTON
TRENT JACKSON
GARY PRICE

SHAWNA HORROCKS
SHAUN BELL
PATRICK SUNDSTROM
TIM DOWNARD

STAFF PRESENT

JACOB SHARP
THOMAS SITTERUD (By Phone)
MERRIAL JOHANSEN
ARIEL GUYMON

MEMBERS NOT PRESENT

JORDAN LEONARD

NON-MEMBERS PRESENT

JAMES SAUNDERS

Welcome by Chairman, Brad Giles at 7:00pm January 15, 2026, at 20 S 100 E Castle Dale, Utah.
Roll Call: Jeff Tuttle – yes; Danny Van Wagoner – yes; Leonard Norton – yes; Trent Jackson – yes; Gary Price – yes; Shawna Horrocks – yes; Shaun Bell – yes; Tim Downard – yes; Patrick Sundstrom – yes.

1. **Election of 2026 Board Officers**

Motion was made by Leonard Norton and seconded by Patrick Sundstrom to nominate Brad Giles as Chairman. Motion by acclamation was made by Danny Van Wagoner and seconded by Leonard Norton to cease nomination and retain Brad Giles as Chairman. Motion approved by all members present.

Motion was made by Trent Jackson and seconded by Patrick Sundstrom to nominate Jeff Tuttle as Vice Chairman. Motion by acclamation was made by Danny Van Wagoner and seconded by Trent Jackson to cease nomination and retain Jeff Tuttle as Vice Chairman. Motion approved by all members present.

Motion was made by Patrick Sundstrom and seconded by Trent Jackson to nominate Danny Van Wagoner as Treasurer. Motion by acclamation was made by Trent Jackson and seconded by Jeff Tuttle to cease nomination and retain Danny Van Wagoner as Treasurer. Motion approved by all members present.

Motion was made by Patrick Sundstrom and seconded by Jeff Tuttle to nominate Leonard Norton as Secretary. Motion by acclamation was made by Danny Van Wagoner and seconded Jeff Tuttle to cease nomination and retain Leonard Norton as Secretary. Motion approved by all members present.

Motion was made by Leonard Norton and seconded by Patrick Sundstrom to nominate Ariel Guymon as Records Officer. Motion by acclamation was made by Danny Van Wagoner and seconded by Patrick Sundstrom to cease nomination and retain Ariel Guymon as Records Officer. Motion approved by all members present.

Welcome of Tim Downard as the new Mayor and Representative for Elmo.

2. **Discuss/Approve/Deny: Minutes of December 18, 2025**

Motion was made by Danny Van Wagoner and seconded by Patrick Sundstrom to approve the minutes of December 18th, as prepared. Motion carried by all present.

3. **Discuss/Approve/Deny: 2025 Construction Projects and Related Matters**

a. **2025 Drainage/Water Line Project**

The crew did a little work on stump flat road in Huntington but there is not a pay estimate yet. The new Overwatch pump system has been installed in Huntington, replacing the old sewer lift station. It is working great so far and a big improvement. They will be sending us a bill for the installation.

b. **2025 Curb & Gutter Projects**

This project is in winter shutdown for the season.

c. **Project Budget Review**

Jacob reviewed the project budget with the board. There are only a few small engineering bills this month. CIB had their funding meeting, and we are officially funded for the year 2026.

4. **Discuss/Approve/Deny: Approval to Advertise 2026 Crack Seal Project**

The 2026 project will be finishing up in Emery and Clawson. The budget for this year's project is \$45,000.00 between Emery and Clawson so we are going to do about half of what we normally do but we are a year ahead. We are going to do street maintenance Chip Seal on the north half of Ferron this year and next year it will be Emery and Clawson.

A motion was made by Leonard Norton and seconded by Danny Van Wagoner to approve to advertise for the 2026 Crack Seal Project.

Motion carried by roll call vote: Jeff Tuttle – yes; Danny Van Wagoner – yes; Leonard Norton – yes; Trent Jackson – yes; Gary Price – yes; Shawna Horrocks – yes; Shaun Bell – yes; Tim Downard – yes; Patrick Sundstrom – yes.

5. **Manager's Report**

a. **Discuss/Approve/Deny: Review 2025 Financial Statements**

Jacob reviewed the final 2025 financial statements with the amended budgets showing. There hasn't been much change since the board last went over them. There have been a few bills that have come through for the year 2025 but nothing other than that.

b. **Discuss/Approve/Deny: Review 2025 Culinary Water Usage Reports**

The board reviewed the culinary water usage reports.

There were no concerns.

c. **Discuss/Approve/Deny: Review 2025 Secondary Water Usage Reports**

The board reviewed the secondary water usage reports.

There were no concerns.

Shaun is looking to possibly get some meters put on secondary connections in Orangeville to help monitor usage as there are some concerns about secondary being used to water fields and crops. He wanted to know if the district had any advice or an option for doing that. Jacob said the district could put in 2" meters if that is what the city decides. Shaun is going to look into these options and discuss them with his town council.

d. **Discuss/Approve/Deny: Review Annual Conflict of Interest & Disclosure Form**
The board reviewed the annual conflict of interest policy. The policy has recently changed so Ariel will get the new forms, and this item will be moved to next month's board meeting.

e. **Discuss/Approve/Deny: 2026 Longevity Employees**
Jacob presented to the board for recognition Chad Allen as a longevity employee of 15 years in March this year.

6. **General Operational Items**

Leonard – The driveway that was cut through by the mortuary in Huntington needs to be patched. Jacob said that it will be patched as soon as they finish the culvert.

Trent – Wanted to know if we are the ones that still do the readings for the golf course in Ferron. Jacob said that he believes that when they redid the dam and the golf course connections it was no longer something we read. Jacob is going to look into this.

Shaun – Orangeville has several meters that they cannot get Itron and Pelorus to work together and Itron is the worst company to work with. Jacob said he would see what he could do to get a tech to come and help them get things figured out.

7. **Discuss/Approve/Deny: Vouchers**

The board reviewed the vouchers.

A motion was made by Danny Van Wagoner and seconded by Leonard Norton to approve the vouchers. Motion carried by roll call vote: Jeff Tuttle – yes; Danny Van Wagoner – yes; Leonard Norton – yes; Trent Jackson – yes; Gary Price – yes; Shawna Horrocks – yes; Shaun Bell – yes; Tim Downard – yes; Patrick Sundstrom – yes.

8. **Adjourn**

A motion was made by Trent Jackson and seconded by Patrick Sundstrom to adjourn the meeting at 7:52pm. Motion approved by all members present.