

# Emery County Special Service District #1

## Meeting Minutes

**Date: February 9, 2026**

**Time: 10:00 a.m.**

**Location: Box Room**

### Attendance

**Board Members Present:**

Wayde Nielsen, Kresha Eastman, Kash Winn, Merrill Swasey, Coby Hunt, Jan Olsen (administrative assistant)

**Board Members Absent:**

**Others Present:** Howard Tuttle & Merrill Johansen (J&T), Justin Truman (Road Dept), Commissioner Keven Jensen, Bevan Wilson,

A quorum was **X** present  not present.

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### 1. Call to Order / Welcome

**The meeting was called to order at 10:00 a.m. by Wayde Nielsen.**

### 2. Approval of Minutes January 12, 2026, Regular Meeting Minutes

Motion by Merrill Swasey to approve the meeting minutes as presented. Seconded by Kresha Eastman; motion carried.

Vote: **X** Aye  Nay  Abstain

Motion: **X** Passed  Failed

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### 3. Discuss completing your annual training.

Informed that this training needs to be completed ASAP. The information was emailed to them.

### 4. Discuss/Approve the completion of the Tree project for 2025 Hyw-10 and 328 road.

This project will require a re-bid. The board has agreed to meet on-site soon to define the project scope and establish specific trimming limits.

Kresha Eastman has motioned to move forward with this tree project located on Road 328 and HWY-10 and Kash Winn seconded the motion; motion passed.

## **5. Discuss digitizing old files in the office.**

Most of our district records from the past 35–40 years are currently in paper format, with very little digitized. We are looking into options to scan these files and would like to discuss whether Suzanne from Archives can assist with this project.

Specifically, we need to confirm the potential schedule and storage arrangements. Other options being considered include hiring a seasonal student.

This item was tabled until the next meeting.

## **6. Engineering Report**

### **Johansen and Tuttle Engineering – Report on Current Projects**

- **Buckhorn 299 Permitting**

The engineering report from Johansson Tuttle remains outstanding. Waiting on the BLM for approval of the permit.

### **Lawrence East project**

Work with Rocky Mountain Power and Land Owners to finalize surveys, power pole alignment, and other survey-based tasks for Lawrence East; schedule follow-up meetings in the coming week.

## **7. Discuss/Approve/Deny any Change Orders and/or Project Advancements.**

Nothing at this time.

## **8. District History Book updates from Bevan Wilson**

History book project ongoing; format pending from Patsy; research continuing; coordination planned with Emery County Archives.

## **9. Board Member Reports and any other business that may come before the Board.**

Commissioner Jensen spoke about that the county received approx \$625–645k in mineral lease money and there may be some Solor funds and Inland port funds possible to use .

He also brought up the district's contract still lists \$10,000; the district paid \$30,000 last year; proposal to credit 2026–2027. Commissioner Jensen will send a letter to clarify to the County Clerk/Auditor.

## 10. Financial Matters

Approval of Payments, Financial Reports, and Distribution of Mineral Lease Funds.

- **Payment of Bills Presented by Jan Olsen**

Merrill Swasey motioned to pay the bills as presented and Coby Hunt seconded the motion; motion passed.

- **Acceptance of Financial Report for December**

Merrill Swasey Motioned to accept the December financial report and Kash Winn seconded the motion; motion passed.

## 12 . Approval of Distribution of Mineral Lease Revenue

### December 2025 Distribution:

- Gross Amount: \$116,816.56
- Less Carbon Shift: \$31,829.00
- Net Amount Available for Distribution: \$84,987.56

After EEMSSD's 5% \$4,249.38, the remaining amount for distribution is \$80,738.18, allocated as follows:

- ECSSD#1 – 47%: \$37,946.94
- Fire SSD – 16%: \$12,918.11
- CVSSD – 16%: \$12,918.11
- Recreation SSD – 16%: \$12,918.11
- North Emery Water Users – 5%: \$4,036.91

Kash Winn motioned to distribute the Mineral Lease money as stated and Coby Hunt seconded the motion; motion passed.

## 13. Adjourn

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**Next Meeting: March 9, 2026**

**Treats: Johansen and Tuttle**