

1 **NORTH FORK SPECIAL SERVICE DISTRICT**
2 **MONTHLY MEETING OF THE**
3 **BOARD OF OFFICERS AGENDA**
4 **February 12, 2026, at 7:00 p.m.**



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6 This meeting was hosted via Zoom Application only pursuant to Utah Code 52-4-207(5)(e).

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8 **Monthly Meeting of the Board of Officers**

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10 **Board members present:**

11 Dr. Stephen Minton –Chairman Stewart Olsen –Vice Chairman Kurt Berge– Trustee
12 Craig Freeze –Treasurer Chad Linebaugh –Trustee Keith Payne – Trustee
13 Duaine Dorton –Trustee

14
15 **Absent Board members:**

16
17 **Staff members present:**

18 Emily Johnson –District Clerk David Marsella –Fire Chief Dawn Anderson –District Clerk
19 Chris Wright –Public Works Director

20
21 **Public present:**

22 Paul Stewart left appx 8:00 Stan Mortensen left appx 8:07
23 Tracy’s Ipad left appx 8:02 Kurt Weimer left appx 8:00
24 David Parker left appx 8:00 Jenny Redford left appx 8:37
25 Patrick Brennan left appx 8:35 DM Cannon
26 Joyce Kinnard left appx 8:35 Mark Jenson left appx 8:20
27 Bert Thomas @ 7:15, left appx 8:15 Kline Nelson @8:31
28 Mike’s Iphone @7:20 left appx 8 :50

29
30 **Monthly Meeting of the Board of Officers**

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32 **1. Welcome and call to order**

33 Called to order at 7:02 p.m. by Dr. Stephen Minton-Chairman

34
35 **2. Public Comments:**

36 None

37
38 **3. Informational Items (Discussion Only)**

39
40 **a. North Fork Burial Project**

41 Paul Stewart, resident presented. Rocky Mountain Power is undergoing a power line burial project in the
42 District Spring-Summer of 2026, Paul has been coordinating the project with Rocky Mountain and District
43 customers. Paul explains the process and incentives for homeowners, including a fire risk reduction
44 surcharge and group discounts. Stewart Olsen-Vice Chairman raised concerns about the responsibility for
45 trenching from the road to the house, which Paul clarified is the homeowner's responsibility. Chief David
46 Marsella discussed the challenges of fire response during the project, emphasizing the need for
47 coordination with Rocky Mountain Power and the use of smaller fire trucks. The group also addressed the
48 impact on CenturyLink and Lumen services, noting that fiber optic installation may not be cost-effective
49 due to the limited number of neighborhoods requiring underground power lines.

50
51 The group discussed challenges with internet infrastructure in the area, focusing on the lack of fiber optic

52 lines and the high cost of trenching for new installations. Paul shared that he had recently spoken with
53 Rocky Mountain Power about plans to trench for new power lines and proposed adding a second conduit
54 for future fiber optic installation, though questions remained about funding. The group explored potential
55 solutions and considered alternative technologies like Elon Musk's proposed cable systems. Emily
56 Johnson, District Clerk requested residents email her to confirm whether their power lines were buried or
57 overhead to help compile a comprehensive map of the area's infrastructure.
58

59 **b. Fire/EMS Reports**

60 Chief David Marsella presented. The fire and EMS report highlighted that despite construction and
61 increased activity in the canyon, call volumes remain low, with 26 calls in January compared to an average
62 of 42. Chief Marsella discussed the challenges of managing emergency services during construction and
63 noted that additional planning and potentially extra staffing might be necessary. He also mentioned that
64 the department completed hiring for the fire season, received grants for equipment and PPE, and is
65 working on fuels mitigation projects. The Spring forecast suggests an early and potentially busy fire season,
66 with federal agencies already preparing for large fires in the South and Midwest.
67

- 68 • There were 7 ambulance transports in January 2026, \$19,954.08 in billings and \$7,052.17 collected year
69 to date.
- 70 • There were 75 total ambulance transports in 2025, \$214,109.74 was billed and \$\$168,296.14 was
71 collected.
- 72 • There were 26 calls for service in January 2026, the 3 year monthly average call is 42.3.
- 73 • EMT Class will begin at the District in February 2026.
- 74 • Hiring for the 2026 Fire Season has been completed.
- 75 • Wildland Gross Revenue for 2025 was \$1,673,051.22 Million (Completed)
- 76 • The District received a Forest, Fire State Lands Grant \$10,000.00 Equipment/PPE (26)
- 77 • The District received a Utah DNR Grant \$180,000.00 Mitigation (26-27)
- 78 • The District received a Utah Water Conservancy Grant \$45,000.00 Mitigation (26)
- 79 • The fire department needs a pickup truck for chipping and wildland services. This will be discussed as
80 an action item in tonight's meeting.
81

82 **c. District Clerk Information**

83 Emily Johnson and Dawn Anderson presented.

- 84 • Emily has been collecting power line information from customers for the North Fork Line Burial
85 Project. She sent out an email to all customers, she asks that customers respond to let her know if
86 their lines are currently above or below ground so a map can be compiled to assist with the project.
- 87 • The "Well Grant" from the Governor's office in the amount of \$3 million has been fully exhausted. A
88 final report is being prepared for the matching portion of the grant with Utah County.
- 89 • The District's public works director, Chris Wright, District's engineer, Ryan Taylor and District's clerk,
90 Dawn Anderson gave 2 grant coordinators from the Governor's office an onsite tour of the Water
91 Infiltration construction site on February 2nd. They were reportedly satisfied with the progress of the
92 project.
- 93 • 3 of the wastewater grants have been expended on the wastewater expansion project in the amount of
94 \$8 million. The final MAG grant in the amount of \$3 million will be used before funds from the
95 wastewater loan from the Utah Clean Water Division are utilized. Current project's total projected
96 cost is approximately \$12.2 million.
- 97 • If property is being sold/purchased in the District, please reach out to the District so services can be
98 property transferred to the new owner.
- 99 • A reimbursement request has been submitted for the Lead & Copper Grant in the amount of
00 \$24,710.25.

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02 **d. Financial Information**

03 Joe Martin is not in attendance this evening. Emily Johnson reported that December financial report will
04 not be prepared until after the 2025 financial audit is completed, the financial numbers may change due to
05 audit entries. Caselle financials and check registers were distributed to the board and staff prior to this
06 meeting for review. Duaine Dorton, finance committee chair stated that the finance committee meets
07 monthly to review financial information but asked that all board/staff review these reports and let the
08 committee know of any question they may have.

09
10 **e. Water/Wastewater Report**

11 **Water Department Information for January**

- 12 • Our overall water consumption is similar to last year.
- 13 • Aspen Grove wet-well levels are averaging 5.25 feet for January 2026 which is slightly down from last
14 month. This time last year, in January 2025, our average was 5.5 feet.
- 15 • Stewart Spring is averaging 41 gpm for January 2026, which is down from as last month. This time last
16 year it was averaging 74 gpm for January 2025. This is down because of altering water valves in
17 searching for leaks.
- 18 • Stewart spring overflow is running 16 gpm for the month of January which is down from last month.
19 Total Stewart Spring produced an average of 57 gpm for January 2026.
- 20 • Unaccounted water
- 21 • Lower Pressure Zone and Stewart Zone
- 22 • COP has started on the building siding. They have one side to finish but we are waiting on electrical to
23 install their equipment.
- 24 • Aqua is working on master meters and updating the master plan.
- 25 • We are now doing multiple water samples every other week. We are completing the PFAS sampling as
26 well. One more PFAS sample in April.
- 27 • The master mag meters for the springs arrived. We will get the other parts needed to install and
28 schedule APCO to integrate into the SCADA system. Looking like the second week of March.
- 29 • PRV was installed on the Hydrant line at the Redford property.
- 30 • Unaccounted water elimination processes:
- 31 • We have replaced almost all the service meters including the 6-inch meters.
- 32 • Corrected meters with wrong calculations, and mismatched register sizes.
- 33 • We have had the spring meters heartbeat checked multiple times
- 34 • We have had 2 leak detection companies conduct leak surveys
- 35 • We have fixed multiple leaks
- 36 • We have replaced 2 leaking hydrants.
- 37 • We have inspected about 50 percent of the hydrants with a camera device.
- 38 • We have had all the PRV's inspected and replaced one 6 inch one 4 inch and two 2-inch PRV's
- 39 • We eliminated a section of old pipes on coming from the old Stewart Tank
- 40 • We isolated Stewart tank to check for tank leaks.
- 41 • We have two new zero meters ordered to replace the spring meters.
- 42 • We started isolating zones in the system by transferring usage from Stewart to Aspen grove sides.

43
44 **Wastewater Department Information for January**

- 45 • We have one lab for January; BOD was out of limits.
- 46 • The plant construction is moving forward. We did a dry test on the blowers and Mixers. One mixer
47 was bad, we submitted for a replacement.
- 48 • We received some stainless-steel pipe, and they are starting to install the blower piping.

- We are working through the process of keeping the plant operational and bringing new equipment online by the end of the month.
- We have seen a change in the wastewater coming in and have been making changes to accommodate the paper clogging the fine screen.

f. Committee Reports

Kurt Berge- fire committee reported there is a house bill on the table which would allow taxing opportunities for local jurisdictions to provide emergency services. This is senate bill 1005, it has not been passed but could offer the District an opportunity for financial assistance through a tax that would be imposed on visitors to the area through sales taxes, gasoline taxes, etc., not homeowners. Kurt will send out information and keep following it's progress.

Dr. Stephen Minton reported he has been working with Zions Bank on the fire fee study. He is working with Zions to develop a fair, equitable and defensible fee format that includes homeowners, commercial and other fee sources. He also expressed the Redford representatives are still interested in proceeding with the sale/purchase of a piece of land to build the anticipated fire station. The District is also looking into finding a project manager to assist with planning for the land/fire house project. Chief Marsella is looking into utilizing our current engineering pool to start working on a plat subdivision.

4. Action Items

a. Approval of January 8, 2026 Board Meeting Minutes

Duaine Dorton motioned accept the January 8, 2026 board meeting minutes as written. Stewart Olsen seconded. All aye and no opposed. Motion passed.

b. 2026 Risk Assessment

Stewart Olsen motioned to table this matter until the March 2026 board meeting. Keith Payne seconded. All aye and no opposed. Matter tabled. Board members were asked to complete all required training for risk assessment points.

c. To consider a resolution to authorize NFSSD bank account signers

Duaine Dorton motioned to approve Resolution 2026-01 to list Emily Johnson, Stephen Minton, Stewart Olsen, R. Keith Payne and Craig Freeze as the North Fork Zions Bank signers, Keith Payne seconded. All aye and no opposed. Motion passed.

d. Entity Resolution Form

Duaine Dorton motioned to accept Resolution 2026-02 to include Craig Freeze, Emily Johnson, and Dawn Anderson as authorized users for the District Public Treasury (PTIF) accounts. Chad Linebaugh seconded. All aye and no opposed. Motion passed.

e. To consider granting permission to study of age of water in NF Springs

Stewart Olsen is seeking approval from the Board to study the age of water in North Fork Springs, he is requesting \$2,000 to form a committee with an expert and collect samples, pending further board approval if costs exceed this amount.

Chad Linebaugh motioned to grant permission for Stewart Olsen to move forward with a study of water in North Fork springs, not to exceed \$2,000. Kurt Berge seconded. All aye and no opposed. Motion passed.

f. Wildland Pickup Truck

Chief David Marsella is seeking approval to purchase a Wildland Pickup Truck not to exceed \$56,000, which he explained would be used for fuels mitigation, crew transfers, and towing a state chipper, replacing an

00 older truck.

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02 Criag Freeze motioned to purchase a pickup truck for the wildland crew to tow large State chipper and crew.
03 Kurt Berge seconded. All aye and no opposed. Motion passed.

04
05 **Adjourn Board of Officers:**

06 At 8:56 Chad Linebaugh motioned to end the February 12, 2026 Board of Officers Meeting. Duaine Dorton seconded.
07 All aye and no opposed. Meeting adjourned.

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- Meeting recording and notes taken by District Clerk-Emily Johnson.
 - Materials presented in the meeting are available at the Utah Public Notice Website which can be accessed through <https://www.northforkdistrictutah.gov/>
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