Fruitland Special Service District

Regular Board Meeting Minutes

May 14, 2026 – 10:00 AM

Fruitland Special Service District Office

Call to Order

Chairwoman Vicki Savage called the meeting to order at 10:00 a.m.

Roll Call

Board Members Present:

- Vicki Savage – Chairwoman
- Mike Wilkerson – Trustee
- Michael Scheetz – Trustee
- Dave Larson – Trustee
- John Crowley – Trustee (via Zoom)

Others Present:

- Judy Wilkerson – Clerk/Administrative Director
- Zack Taylor – Operator
- Michael Hartvigsen – Jones & DeMille Engineering (via Zoom)
- Jeff Baker – Jones & DeMille Engineering (via Zoom)
- Cammeron – Aycock & Miles
- Teresa Johnson
- Dane Johnson
- Cindy Nielson
- Jeremy Nielson
- Sameer Farah
- Eddy Roberts
- Corbin Gordon – (via Zoom)

Opening Statement and Conflict of Interest Disclosures

Chairwoman Vicki Savage read the opening statement regarding meeting procedures and compliance with the Utah Open and Public Meetings Act.

Chairwoman Savage asked if any board members had any conflicts of interest to disclose regarding any agenda items.

No conflicts of interest were disclosed.

Trustee Appointment Discussion

John Crowley attended the meeting via Zoom. The Board discussed scheduling the official Oath of Office at a future in-person meeting. Mr. Crowley did not participate in Board votes during this meeting pending administration of the oath.

Public Comment – Red Creek Ranches

Several members of the public participated in discussion regarding Red Creek Ranches and possible options for moving forward with future water infrastructure improvements, engineering, grant opportunities, and funding assistance.

Discussion included:

- Potential grant opportunities for infrastructure expansion and improvements
- Engineering considerations for future development
- Funding options and long-term planning
- Coordination between property owners, the District, and outside agencies

Teresa Johnson stated that she would research additional grant opportunities and funding resources that may be available for the Red Creek Ranches area. Ms. Johnson requested to return at the June 2026 board meeting to provide an update and requested to be placed on the next meeting agenda.

The Board agreed to place the matter on the June meeting agenda for further discussion and updates.

Discussion – Stagecoach Property / Potential Future Water Connection

Eddy Roberts and Sameer Farah addressed the Board regarding plans to build a home on property located in the Stagecoach area of Bandanna Ranch.

Discussion took place regarding the District's current system limitations and the status of the proposed chlorination/treatment system improvements currently under review and approval through the State of Utah Division of Drinking Water.

The Board discussed that once the chlorination system receives State approval and if the District's water capacity and infrastructure improvements move forward as anticipated, Sameer Farah may submit a future application for water service for Board consideration.

The Board also discussed providing a letter indicating that:

- Mr. Farah may proceed with the building process at his own risk,
- The District anticipates the possibility of future service if current treatment improvements are successfully completed and approved,
- No guarantee or commitment of water service or hookup is being made at this time,
- Any future connection would still require formal Board approval, application completion, payment of all applicable fees, and compliance with all District requirements in effect at that time.

No formal approval of a water connection was granted during this discussion.

Approval of Minutes

The Board reviewed the minutes from the April 9, 2026 regular meeting.

Motion: Mike Wilkerson moved to approve the April 9, 2026 meeting minutes as presented.
Second: Dave Larson

Vote:

- Vicki Savage – Yes
- Mike Wilkerson – Yes
- Michael Scheetz – Yes
- Dave Larson – Yes

Motion passed unanimously.

Approval of Invoices and Expenditures

The Board reviewed the invoices and expenditures for approval.

Motion: Michael Scheetz moved to approve the invoices and expenditures as presented.
Second: Mike Wilkerson

Vote:

- Vicki Savage – Yes
- Mike Wilkerson – Yes
- Michael Scheetz
- Dave Larson– Yes

Motion passed unanimously.

Financial Audit Presentation – Aycock & Miles

Cammeron with Aycock & Miles presented the District's 2025 financial audit report to the Board.

Cammeron explained that this year's audit included increased detail and additional reporting information for the District.

Discussion included:

- Review of the District's financial position
- State compliance requirements
- Internal reporting and accounting procedures
- Overall financial health of the District

Cammeron reported that the audit went very well and stated that the District is currently in a positive financial position. He further reported that no issues or concerns were identified regarding State compliance requirements.

The Board expressed appreciation to Aycock & Miles for their work on the audit and financial reporting process.

Engineer's Report – Jones & DeMille Engineering

Michael Hartvigsen with Jones & DeMille Engineering provided an update regarding the District's treatment facility and chlorination project.

Mr. Hartvigsen reported that the engineering team is close to submitting the final plans to the Utah Division of Drinking Water (DDW) for approval and is currently wrapping up a few remaining details.

Discussion included:

- Preliminary review coordination with DDW regarding the building and treatment system
- Minor revisions and adjustments requested by DDW
- Final specifications and bid documents nearing completion
- Anticipated timeline for formal DDW review and approval, expected to take approximately one to two weeks once submitted
- Plans to have the project ready to advertise for bids by the end of May
- Anticipated construction start within approximately one month following approvals

Additional discussion took place regarding:

- Bid procedures and contractor requirements
- Bonds and mobilization requirements
- Posting the project for bid through UPNW
- Scheduling Board approval in July for awarding the project to a contractor

The Board also discussed road maintenance concerns during construction activities on Bandanna Ranch roads. Discussion included the importance of coordinating with the Bandanna Ranch property owners and/or association president regarding roadway access and maintenance during the project.

The Board expressed the desire to enter into an agreement to help ensure the privately owned roadway remains passable throughout construction and that any damage or concerns identified at the conclusion of the project are appropriately addressed and repaired.

Operator's Report

Operator Zack Taylor provided an update regarding district operations, maintenance activities, and current water production levels.

Discussion included:

- Rental and use of a hydro-vac unit during the previous month
- Cleaning and maintenance of several cans, valves, air vacs, and pressure stations throughout the system
- General system maintenance and upkeep efforts

Mr. Taylor reported that the hydro-vac equipment was very helpful and useful in completing maintenance work and stated that district facilities and infrastructure are being kept clean and well maintained.

Mr. Taylor also reported:

- A small leak was identified in the Mill Hollow line and would be inspected and addressed that afternoon in an effort to conserve every possible amount of water
- Preparations are beginning for temporary chlorination operations to be installed at Upper Mill Hollow

Current spring production levels were discussed:

- Upper Mill Hollow currently producing approximately 21 gallons per minute, down from approximately 90 gallons per minute
- Lower spring currently producing approximately 40 gallons per minute, down approximately 4 gallons per minute

Due to declining spring production and current water conditions, discussion took place regarding the possibility of implementing restrictions on outdoor watering usage if conditions continue or worsen.

Administrative Director Report

Judy Wilkerson provided the Administrative Director report.

Discussion included:

- Water rights purchase updates, including that there has been no new movement or updates from the Vernal office regarding pending matters
- District insurance renewals, which increased approximately 3% from the previous year
- General district business and administrative updates

Water Connection Application – Karen Ambrosia

The Board reviewed the water connection application request for Karen Ambrosia.

Discussion included the status of the application and district requirements for service.

Motion: Mike Wilkerson moved to approve the water connection application for Karen Ambrosia contingent upon completion of all district requirements and payment of applicable

fees.
Second: Dave Larson

Vote:

- Vicki Savage – Yes
- Mike Wilkerson – Yes
- Michael Scheetz – Yes
- Dave Larson – Yes

Motion passed unanimously.

Closed Session

Motion: Mike Wilkerson moved to close the open meeting and enter into a closed session pursuant to Utah Code §52-4-205.

Second: Vicki Savage

Vote:

- Vicki Savage – Yes
- Mike Wilkerson – Yes
- Michael Scheetz – Yes
- Dave Larson – Yes

Motion passed unanimously.

The Board entered closed session at 11:49 a.m.

Closed Session Called to Order

Following a motion made in open meeting, the Board entered into closed session at 11:49 a.m. pursuant to Utah Code §52-4-205 for the purpose of discussing:

- Water rights purchases
- Water recovery matters
- Pending and potential legal matters

Minutes Prepared By:
Judy Wilkerson
Clerk/Administrative Director
Fruitland Special Service District

State of Utah, County of Duchesne
Fruitland
Special Service
District

V. Savage
6-12-26