UTSSD BOARD MEETING

May 12, 2026 - Starting at 7 p.m.

Uintah County Commission Large Conference Room

152 E 100 N, Vernal, UT 84078

ATTENDING

Board Members: Shawn Labrum, Mark Raymond, Sonja Norton, Ryan Cook, Bob Leake
Additional Attendees: Russell Grant, Brady Coleman and Greg Buxton (CIVCO), Scott Hardman (County Roads), Bart Jensen (Jones & DeMille), Craig Nebeker (Sunrise) and Julie Joy-Hundley

Minutes recorded and written by Administrative Assistant Julie Joy-Hundley

Shawn Labrum opened the meeting at 7:00 pm

Prayer - Ryan Cook
Pledge of Allegiance - All

1 - **Approve Meeting Minutes from Board Meeting 3-10-2026 & 4-14-2026**
Mark Raymond motioned to approve the minutes, Sonja Norton seconded the motion.
Motion passes unanimously.

2 - **Approve expenditures from March and April 2026**
Ryan Cook reported March expenditures are $1,076,415.63 and $1,228,584.94 for April.
Ryan Cook motioned to approve expenditures for April and March, Mark Raymond seconded the motion. Motion passes unanimously.

3 - **Project Independence Rd (Bart)**
Bart Jensen reported additional modeling and survey needs are being reviewed. Now that the 30% design is complete the attention turns to the Environmental steps. The coordinator with Jones & DeMille is initiating the actions to kick those off with updates in the next couple of weeks. The 60% design review should be within the next 6 weeks.

4 - **Project Redwash Rd (Bart)**
Bart shared pictures of the current status of work and the challenges include a section of rock on a hillside that has required larger equipment and more than expected time from the contractor. This area of rock was not known and could not of been foreseen prior to the start of excavation. Due to environmental restrictions dynamite is not allowed. Reviewing the original bid for the rock excavation the bid price was $28.70 per cubic yard. Bart asked for a review and reduction due to not being able to blast the rock but rather having the ability to rip it with a dozer. Burdick reviewed the numbers and will reduce to $17.15 per cubic yard to offset for the production loss.

Change Order number 2 is being requested

1. Replace Tensar NX850 (Bid item 1-27) geogrid with Tensar HX5.5 or approved equal. Change geofabric (Bid Item 1-58) under the road cross section form Mirafi 180N to Mirafi 140N or approved equal. Cost decrease for these changes: ($221,850.00)
2. Assed riprap to stabilize slipping hillside at French drain locations. Cost increase for this change: Not added in spreadsheet yet.
3. Part of the roadway needed to be shifted and raised to accommodate high-pressure gas line (Bid Item 1-23). Cost increase for this change: $68,012.10
4. Additional Rock Excavation on large cut areas (Bid Item 1-24). Cost increase for this change: $1,529,150.00
5. 90,000 C.Y of roadway excavation is being exchanged for rock excavation. (Bid Item 1-22) Cost decrease of this change: ($365,400.00)
6. Changed HMA - ¾ inch (Bid Item 1-30) Max to HMHMA ¾ inch Max (Bid Item 1-30A). Cost increase for this change: $584,395.00)
7. Additional French Drain installed on hill slide area. (Bid Item 1-52) Increase of 324 L.F. $21,060.00

Total combined Change Order price is (from changes above) for this Change Order: $1,655,313.00

It was noted with the board members of the increase in cost due to Williams actions or lack there of will need to be charged to them accordingly. Bart noted that the encroachment permit from Williams still has not been received which should of been submitted by Williams prior to the start of construction. Jon Stearmer has been meeting with the County attorney to review go forward plans due to Williams negligence of procedure, additional project cost as a result of lack of knowledge their own pipeline's location, the depth of the pipeline not meeting standard requirements (prior to construction) and lack of participation during planning meetings which could of prevented these costly results. The expectation of being able to operate within UTSSD's right-of-way is 100% skewed. Williams has shown this same behavior on other projects with JD and has been a very challenging company to work with on many projects.

Paving begins on 4-13-26 completing half the road and the remaining on Thursday for the first lift. There will be a second lift to be a continuous (no seam) on the road. There is one landowner who is reluctant to grant the easement. JD will continue to work with them on this request.

Target completion date was set for November -2026 for this project. Burdick has three crews working due to other projects on their schedule and expects to be completed by August unless there are other big issues.

Jon Stearmer is suggesting to propose to the county to split the change order with a 60/40 split using B Road Funds toward the increase in cost for this project. This would mean each local contributor would assume part of the increase preventing one entity from being solely responsible for the increase.

Partial Payment #3 has been received in the amount of $2,289,852.53 for Burdick Materials

Bob Leake made a motion to approve the change order in the amount of $1,655,313.00 and Ryan Cook seconded the motion. Roll Call Vote - Raymond Aye, Leake Aye, Cook Aye, Norton Aye, Labrum Aye. Motion passes unanimously

As a consensus the board will meet to review revisiting the ask to USSD1 for funds originating back to the split of the districts ($12M) designated for Transportation and never provided to UTSSD. This request has never been answered or come to conclusion.   In conjunction with this action the board will review CIB opportunities and County B Road funds.

5 - **Project 7500 E (Troy / Greg Buxton)**
Greg provided a project update - Regarding the first 1,000 feet of road, concrete caps are poured on 3 of the 4. Next week 9K feet will be started.
Preconstruction meeting scheduled for 4-15-26 at Burdick Materials
The following week will start the first pulverization, working one lane at a time to prevent traffic backup. A second pass will be needed to leaving just a 2” base.

6 - **Project 500 North (Ryan/Justin Belloes)**
From Justin:
CIB Application

1. Working with Ryan Cook on the CIB Application and associated information
2. Application is due on June 1st; it needs to go to UBAG two weeks prior to June 1st
3. A public meeting is required, Ryan said the Board meeting this Tuesday could count as the meeting.

Environmental Update:

1. ROW Impacts and Public Involvement
    1. UDOT determined that **a public meeting will not be required,** from an environmental standpoint.
2. Resources:
    1. *Aquatic Resources:* Delineation complete, drafting report now.
    2. *Farmland:* Rich reviewed the impact assessment, and it has been sent to NRCS for their review. Anticipating score will be less than 160 pts, no mitigation required.
    3. *Historic Architecture:* Survey complete – submitting report to David Amott (UDOT) next week (no eligible properties).
    4. *T&E:* Habitat assessment complete - ULT suitable habitat is within 300' of the proposed disturbance areas. Coordinating with Matt (UDOT) on next steps, potential **presence/absence surveys in August**, and the need for a Biological Assessment.

Design Update:

1. Plans – Progressing design to 90% level; review meeting will be sometime in September.
2. Cattle Guard – Scott Hardman said the county will replace the cattle guard so it will be removed from this project.
3. Utilities – Scott Hardman will obtain test hole data for the existing waterline and fiber line to determine if they are in conflict with the design. This is supposed to be completed in May.
4. Design Budget –
    1. Original Contract – budget spent $207,333 of $249,190 or 82%
        i. Includes environmental study and document
        ii. Develop plans to 60%
    2. Contract Mod #1 – $173,881 (status: in signature routing)
        i. ROW Design
        ii. Develop Plans from 60% to Advertisement Package

Right-of-Way:

1. There are 15 parcels within the project limits.
2. Right-of-Way Design will begin this month when the contract mod is approved.

Project Estimate:

Construction Estimate -	$3,537,000
Right-of-Way -	$400,000 (preliminary estimate)
Preliminary Engineering -	$480,000 (includes amount for UDOT)
Construction Management -	$250,000
Total -	$4,667,000
Current Funding -	$2,567,020
Underfunded -	$2,100,000

Ryan Cook wanted to address ideas for the $2.1M over budget. UTSSD has met with the County to request assistance with the additional funds needed for the overage. The County is currently committed to additional projects and unable to assist UTSSD with additional funds.

Proposed to apply to CIB to help to correct the overage at a 70/30 grant loan due to the unexpected increase in project costs. The application to UBAOG is due by 5/15/26 and 5/29/26 to CIB.

7 - **Project Ashley Creek Bridge (Bob)**

There was a meeting with UDOT (Bob has a conflict of interest and wasn't able to attend) Currently working on a RPLOC for Engineering Firms on this project. 3 Engineering firms have applied for the contract and review is in progress.

8 - **Chair Updates**

- Position Opening - the Administrative Assistant is leaving the district and has provided notice. Shawn is proposing moving to an Executive Director (ED) position and Sonja suggest having the ED also perform all the duties of the Administrative Assistant position. Bob Leake agrees. Jon Stearmer is suggesting utilizing a District Administrator title which performs all the duties of the Administrative Assistant as well as additional functions the District requires. He feels the best outcome would be when the board members remain involved with the projects.
  Ryan Cook is suggesting have a ED and hire a parttime administrator to perform the clerical duties.
  The board agrees on a 'Manager' title.

The Board will work with Vernal City to create a job description and compensation package. They will look to Vernal City for assistance with the hiring process. Urgency is needed to allow for crossover training.
Julie, Jon and Shawn will meet to review the information and complete the needed details to present to the board.

Mark Raymond Motioned to move into closed session and then close the meeting after the closed session concludes. Sonja Norton seconded the motion.

Meeting session moves to closed session at 8:50pm

9 - **Closed Session to discuss pending or imminent litigation**

Meeting adjourned at 9:15PM

Board Members	Contact Information	Project Assignment
Shawn Labrum - Chairman	shawnlabrum@utssd.utah.gov	Independence Rd
Bob Leake - Co-Chairman	bobleake@utssd.utah.gov	7500 East Ashley Creek Bridge
Ryan Cook - Treasurer	ryancook@utssd.utah.gov	500 North
Sonja Norton	snorton@uintah.utah.gov	
Mark Raymond	markraymond@utssd.utah.gov	Redwash Road
Website - https://utssd.utah.gov/		

Special Accommodations

In accordance with the Americans with Disabilities Act, individuals needing special accommodations during this meeting should notify Julie Joy-Hundley 24 hours in advance at (435)828-8407

I certify that a copy of this notice was posted at least 24 hours prior to meeting time and notification given to the Utah Public Notice Website pursuant to UCA 52-4-202.