Box Elder and Perry Flood Control Special Service District
Perry City Offices 1950 S Highway 89
5:26 PM Tuesday, May 19, 2026

Members Present: Chairman Kevin Pebley, Vice Chairman Michael Harper, Board Member Paul Nelson, Board Member Jacob Andrew

Others Present: Tyra Bischoff; Board Secretary, Joe Cloward (Jones & Associates)

Members Excused: Board Member Taylor Clark, Council Member Toby Wright, County Commissioner Boyd Bingham

1. **<u>Welcome and Call to Order</u>**
Chairman Kevin Pebley welcomed everyone and called to order the May 19, 2026, Box Elder and Perry Flood Control Special District meeting.

2. <u>Public Comment</u>
None.

3. <u>Discussion/Action Items</u>
A. EAP – Emergency Action Plan Update
Joe Cloward reported that he and Matt Robertson had spoken with Talsan Schulzke, who is working with Tyra and Taylor to finalize the Emergency Action Plan (EAP). The outstanding items required from the city side are a list of contractors and material suppliers, and property owner contact information. Tyra confirmed that she had completed compiling phone numbers for approximately 360 property owners and had emailed the list to Talsan that day.

The Board discussed how the completed EAP should be distributed and stored. It was agreed that the plan should be made available to relevant department heads and emergency responders – including public works and the police department – so that they have a clear order of operations in the event of an emergency. Concerns were raised about posting personal resident information publicly on the city website, and the Board agreed that resident contact details should not be posted publicly. The Board also discussed the importance of having on-call contractors identified in the plan for scenarios where city staff may be occupied with other emergency responses.

B. Bench Road Update
Joe reported that county representative Darren McFarland had been out to the Bench Road site the previous week. A new layer of road base was installed, and this time compaction equipment was brought to properly compact the material – a step that had apparently been omitted previously, which may have contributed to the prior washout. The repair was reported as complete, with the expectation that it would hold better than the previous attempt.

C. Yearly Maintenance
Joe presented a bid tabulation for the yearly maintenance project, prepared by Jones & Associates. Three bids were received by the May 19, 2026 deadline of 4:00 p.m. including:

- Ormond Construction at $36,185.00
- Allied Underground Technology at $75,540.00
- Braegger and Sons at $71,000.00

The Board noted that Ormond Construction's bid was the clear low bid and was consistent with amounts from prior years. The contract documents require work to be substantially completed on or before August 31, 2026. No start date is specified, allowing flexibility for scheduling.
The Board read the bids into the public record and proceeded to vote to award the contract.

MOTION: Board Member Paul Nelson made a motion to award the yearly maintenance contract to Ormond Construction in the amount of $36,185.00. Vice Chairman Mike Harper seconded the motion.

Roll Call: Chairman Kevin Pebley, Yes
Vice Chairman Michael Harper, Yes
Board Member Paul Yes
Board Member Taylor Clark, Absent
Board Member Jacob Andrew, Yes

D. Bylaws Results

Board Clerk Tyra Bischoff reported that she had consulted with Marla Young at the county, who confirmed after consulting with the county attorney's office that, because the Box Elder County Commission had delegated authority to the Administrative Control Board, the Board would not require the Commission's separate approval of the bylaws. As a result, the bylaws previously voted on at the March 10, 2026 meeting were confirmed as formally adopted as of that date. Tyra noted she would update the document with the March 10th adoption date and post it accordingly. The Board acknowledged that any future amendments would require a new vote.

E. UDOT SULA
Tyra explained that UDOT had reached out to update their records, as they had a vendor form previously signed by Greg Hansen on file. She has since completed a new vendor form with updated tax identification and contact information and has prepared the UDOT statewide Utility License Agreement (SULA) for signature by the Board Chair. She also obtained a certificate of liability insurance from the TRUST with UDOT named on it and indicated she was prepared to submit all document to UDOT once finalized.

<u>4. Approve Meeting Minutes</u>

- April 21, 2026

MOTION: Vice Chairman Mike Harper made a motion to approve the April 21, 2026 meeting minutes. Board Member Jacob Andrew seconded.

Roll Call: Chairman Kevin Pebley, Yes
Vice Chairman Michael Harper, Yes
Board Member Paul Yes
Board Member Taylor Clark, Absent
Board Member Jacob Andrew, Yes

<u>5. Motion to Approve Invoice Payments (Roll Call Vote)</u>

- Jones and Associates - $598.50
- Tyra Bischoff - $142.50

MOTION: Board Member Jacob Andrew made a motion to approve the invoices. Board Member Paul Nelson seconded.

Roll Call: Chairman Kevin Pebley, Yes
Vice Chairman Michael Harper, Yes
Board Member Paul Nelson, Yes
Board Member Taylor Clark, Absent
Board Member Jacob Andrew, Yes

6. Items for Next Agenda and Board Member Items

Tyra noted that outstanding board member training remained incomplete for a couple of board members and reminded them to complete their training

Current account balances were reported:

- Checking: $3,944.10
- Money Market: $196,683.67
- CD $59,964.11

Items for the June meeting**:**

- The board discussed whether a June 16th meeting would be necessary. It was agreed that the Chair would contact Taylor to follow up on any outstanding concerns and on his portion of the Emergency Action Plan. If no actionable items arise, the June meeting may be cancelled. Tyra indicated she would notify board members accordingly.

The board briefly discussed secondary water (Pineview) and Board Member Paul Nelson (who serves as a member on that board) gave an explanation of how much water they have, allotment and where it goes just as general discussion, noting this had nothing to do with the flood control board.

7. Adjournment

MOTION: Council Member Paul Nelson made a motion to adjourn the meeting. Board Member Jacob Andrew seconded the motion.

All Board Members were in favor. The meeting ended at 6:04 p.m.