

SANPETE COUNTY SPECIAL SERVICE DISTRICT NO, 1

July 21, 2026

11:00 A.M.

Members present for the meeting are Chairman Commissioner Scott Bartholomew, Ben Black, Loni Hammond and Stan Jensen. Stan Jensen is appearing telephonically. Secretary Kristine Frischknecht-Christensen and Treasurer Brett Casperson are present. Garrick Willden and Brayden Bastian are present representing Jones and DeMille Engineering.

Meeting is called to order by Chairman/Commissioner Scott Bartholomew.

Minutes for the meeting held in May were distributed prior to the meeting. Upon review, a motion is made by Loni Hammond to approve the minutes with minor corrections. The motion is seconded by Ben Black and the motion passes.

Claims that were submitted are considered for approval as follows:

Kristine Frischknecht (Meal)	\$58.98
Kimball and Roberts (Independent Audit)	\$6390.00
Jone and DeMille (Low Water Crossings)	\$6,367.24

Motion is made by Ben Black to approve the above listed claims. The motion seconded by Loni Hammond and the motion passes.

A financial report is given at this time. No new revenue has been received since the last meeting. The unobligated amount is \$ 1,605,903.71. Ben Black asks if this

includes the funds as discussed for the Wash out Building at the County Road Department in which this board agreed to support Sanpete County for a total of \$760,000.00. The funding was as follows: \$500,000.00 from unobligated funds, \$160,000.00 from the budget planned for water crossings and the \$100,000.00 budgeted to contribute this year to the building. A motion is made by Ben Black to approve the Financial Report. The motion is seconded by Stan Jensen and the motion passes.

North Sugar Factory Road Phase I is discussed. Garrick gives an update on the project. He states that a pre-construction meeting was held in June and the project is now expected to commence the second week of August. The power company is aware of the new schedule and will move three power poles. Garrick states that they will be holding weekly construction meetings. Although the funding was originally federal funds, it is now funded through Utah Department of Transportation. The invoices will go through Sanpete County. The board has paid its match on this project. .

The Maintenance (Washout) Building that is being constructed on the Road Department property is almost complete. Fiber glass doors will be installed and then they will have a final walk through. There is a neutral/ground wire from the meter to the building that needs to be replaced which will cost another \$4,000 to \$5000.00. Garrick would suggest that perhaps the board could tour the building when complete.

Garrick presents an Assignment Order on behalf of Jones and Demille. He is requesting the board's approval to conduct a study in the Pine Creek area for consideration of an alternate route in and out. The study is to be completed by November 30, 2026 at the cost of \$10,000.00. Currently there is only one way in

46 and out and there has been a significant amount of growth in this area making it
47 difficult for evacuation should there be a fire. Due to the increase in growth and
48 the concerns for public safety the County has currently enacted a moratorium on
49 building in this area. At the conclusion of discussion, Ben Black makes a motion
50 to approve the Assignment Order, authorizing the signature of the Chairman on the
51 document and committing \$10,000.00 for the study. The motion is seconded by
52 Stan Jensen and the motion passes.

53 Kristine distributes copies of the following documents to the board, Resolution to
54 Establish Sanpete Special Service District No.1 dated December 27, 1988,
55 (forming the board), a Resolution Amending the Appointment Procedure of the
56 Administrative Control Board of Sanpete County Special Service District No. 1,
57 Sanpete County Special Service District #1 Roads (SSD#1) Bylaws adopted
58 November 2017 and a list of Board Members with terms. In light of the fact that
59 there are two board members that need to be replaced, it was good for the board to
60 review the documents. The original Resolution refers to a Notice of Intent to
61 Create that the County seems to be unable to locate. It may have more information
62 relative to the board member appointments such as are they at large or by
63 geographic areas. Kristine has checked with the Sanpete Messenger for any
64 publication of the document but it has not been located there. She is going to see if
65 she can find it in old newspapers other than the Sanpete Messenger before an
66 advertisement is posted. Kristine also discusses some information that she
67 received at a recent training by the State Auditor's office. She refers the board to
68 the Little Manual regarding budget and public hearings. The section is read aloud
69 in meeting. It clarifies that if you receive additional revenue after the budget is
70 passed and expend more than what was budgeted that a public hearing must be
71 held before those funds are expended. With the funds received from the SSD#3

72 which were not included in the budget, there is a good chance a public hearing will
73 need to be held before the end of the year.

74 With no further business before the board, the motion to adjourn the meeting is
75 made by Ben Black. The motion is seconded by Loni Hammond the motion passes.

76 Meeting is adjourned