

Box Elder and Perry Flood Control Special Service District
Perry City Offices 1950 S Highway 89
5:17 PM Tuesday, September 15, 2026

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

Others Present: Board Secretary Tyra Bischoff, City Council Member Toby Wright, Joe Cloward (Jones & Associates), and Misty Moesser

Members Excused: County Commissioner Boyd Bingham

1. Welcome and Call to Order

Chairman Kevin Pebley welcomed everyone and called the meeting to order.

2. Public Comment

None

3. Discussion/Action Items

A. EAP – Emergency Action Plan Update

Joe Cloward presented the most recent version of the Emergency Action Plan (EAP) for board review. Discussion centered on two issues raised by Board Member Mike Harper.

Duplicate Map Figures: The plan contained two similar maps on pages 5 and 6 — one an aerial image, one a base map with topography lines. After discussion, the board agreed to retain both figures, as each offered a distinct visual benefit: the aerial provided clearer street and flood area visibility, while the base map included topographic detail.

Inclusion of Personal Contact Information: Board Member Harper expressed concern about the EAP including names, addresses, and phone numbers of affected residents, noting that similar plans published on the Utah Division of Water Rights website generally omit phone numbers. The Board discussed the practicality of individual notification versus modern mass-alert systems such as ZIP code-based emergency alerts, which would automatically reach all registered

addresses in the affected area. It was also noted that some phone numbers in the plan were drawn from city utility accounts and would not be readily accessible to the public. The board agreed that the version submitted to the state should exclude phone numbers, while a separate internal version retaining phone numbers would be kept on file at the city in a secured location.

Mr. Cloward also reported progress on two related initiatives. First, he is pursuing an emergency on-call contract for private contractors that would establish pre-determined pricing and liability protections to allow emergency equipment mobilization without a formal bidding process. This was prompted by feedback from a local contractor who raised concern about liability exposure during emergency operations.

Second, Mr. Cloward is investigating a potential interlocal mutual aid agreement among neighboring government entities, though the state program's status is uncertain following the retirement of the program administrator. The board directed Cloward to follow up on both items, with the county noted as a natural first partner given its existing role in the district. The board expects to finalize the EAP at the October meeting.

B. Yearly Maintenance – Tree Update

Board Member Clark reported that the tree previously identified for removal had been physically extracted rather than treated with herbicide. The matter was considered resolved.

C. Board Secretary Change

Board Clerk Tyra Bischoff announced that she would be transitioning her board secretary responsibilities to Misty Moesser, the City's deputy recorder, who will assume the role going forward. Ms. Bischoff noted that Ms. Moesser already manages minutes for the city council and planning commission meetings. The board expressed confidence in the transition. Ms. Bischoff committed to briefing Ms. Moesser fully on established procedures and ongoing responsibilities.

4. Approve Meeting Minutes

- August 18, 2026

MOTION: Board Member Nelson made a motion to approve the August 18, 2026 meeting minutes. Vice Chairman Harper seconded.

All board members were in favor.

5. Motion to Approve Invoice Payments (Roll Call Vote)

- Ormond Construction INC – \$36,185.00
- Jones & Associates - \$2,322.00
- Tyra Bischoff - \$121.13

Ms.Bischoff informed the Board that the trust payment had been paid. The payment, previously made, was in the amount of \$1,440.00, and a receipt was included in the packet for reference.

MOTION: A motion was made by Board Member Nelson to approve payment of the invoices as presented. It was seconded by Board Member Clark.

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

Motion Approved. 5 Yes, 0 No

6. Items for Next Agenda and Board Member Items

Ms. Bischoff reviewed the items scheduled for the October 20 meeting, including the quarterly financial review, a preliminary budget presentation by the district's financial advisor, David Rogers, who has confirmed his attendance, and finalization of the EAP. She noted that the November meeting will include the public hearing and adoption of the budget for the upcoming fiscal year.

Two board members indicated they may be unable to attend the October meeting. It was noted that absentee members could review budget materials in advance if provided early, and that a phone-in option would be available if needed for quorum purposes.

Board Member Harper raised the previously discussed topic of transferring funds from the money market account into a premier savings account to maintain liquidity while earning interest, noting he had already moved \$40,000 to cover current expenses. The remaining balance would be approximately \$148,000, with the existing CD at nearly \$61,000 remaining in place. As this item was not on the agenda, the board agreed to place it as an action item on the October agenda.

7. Adjournment

MOTION: Council Member Taylor Nelson made a motion to adjourn the meeting.

All Board Members were in favor. The meeting ended at 5:49PM.