

MINUTES OF THE REGULAR MEETING OF THE  
EMERY COUNTY SPECIAL SERVICE DISTRICT #1  
June 08, 2015

Attendees at the meeting:

Chairman Kent Petersen  
Board Members, Bevan Wilson, Richard Jensen, Merrill Swasey and Dean King  
Howard Tuttle and Merrial Johansen, Johansen and Tuttle Engineering  
Paul Cowley, Emery County Commissioner  
Leslie Bolinder, Secretary for District

**DISCUSSION AND APPROVAL OF ADOPTING NEW PURCHASING POLICY**

Merrill Swasey made a motion to take this item off the agenda until such time a policy is available for review. Bevan Wilson seconded the motion. The motion was approved by all members present.

**STEVE BARTON, EMERY COUNTY TREASURER, DISCUSSION OF FINANCIAL REPORT**

After review of the financial report last meeting, it was brought to the board's attention that the treasurer had deposited \$250,000 into the Eastern Utah Community Credit Union. Kent Petersen invited Steve Barton to come to the next board meeting to educate the board on the financial report.

Steve Barton reported that he has deposited \$250,000 in both local credit unions. He did this for two reason - support local business and rate of return. The remainder of the district's funds are held with the state in a PTIF account.

The district currently has approximately \$3,271,000, however \$3,138,000 is restricted. He did not know why the funding was restricted. The district would have to contact the Clerk/Auditor to find this out the reasons for the restriction. He reported the district's current net income at \$602,000. Kent will check with the Clerk/Auditor to find out what the restricted funding is for.

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It was discussed to pay off the CIB loan for the Lila Canyon Road Project since UEI has paid their total commitment for this project. Bevan pointed out that the district should be entitled to some administrative costs for the project. If there are any funds left after the loan is paid off a meeting with UEI will have to be held to discuss this issue.

Kent brought up that the district will be short on budgeted revenue for 2015. Steve offered to come to the next meeting to further explain the information in the financial reports.

### **UPDATE OF PROJECTS**

#### **South Moore Road/Phase 10-CR#803**

Nielson Construction was awarded the bid for this project. They are still requesting a change in the completion date. They would like to change the completion date to October 15, 2015, which is the last day to lay asphalt without special permission. It will not extend the project time of 80 days, but will allow the contractor to finish up other projects before starting this one. The completion date right now is August 31, 2015.

UDOT will have to approve this request as well as Emery County. Merrial Johansen told Nielson Construction he will begin to process the request for a change order. The board stressed that they do not want to have to go through the winter with a gravel surface road. Another point is work quality. There are some phases on this road, that for whatever reasons, have resulted in poor quality of work. The board would like extra inspections or whatever it takes to get a good quality road when completed. Howard Tuttle blamed some of the road problems on the Morrison Formation. Looking back they should have designed the road to dig past this formation and haul fill in. There was discussion if the board had the authority to approve this change order as the original agreement is between Emery County and UDOT. Leslie will research the file to see if the county/UDOT passed the authority to take the lead on this project to the district.

A pre-construction meeting will need to be scheduled.

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Purchase of ROW easement on County Class B Road that cross SITLA land

Bevan reported that he spoke with a CIB board member who reported that he understood that the CIB would pay the entire amount required by SITLA to purchase the ROWs as long as the amount was under the approved grant amount. If this is the case, the county will not have to pursue obtaining funding from the OHV Fund to pay for SITLA administrative fees.

He also spoke to Uintah County about valid existing rights which tie back to when the land/sections were surveyed. Uintah County went over each section and negotiated each valid existing rights. Bevan plans on attending the next CIB meeting in Price to gather more information regarding this project and CIB grant.

The county attorney needs to submit an opinion to the CIB that the ROW descriptions are correct before the grant can be processed any further. The Chairman was assigned to invite the county attorney to be on the next's month's agenda to report on this project.

Cleveland South Flat Bus Loop #201-15-01

The pre-construction meeting for this project was held on June 5, 2015. The engineer had the contracts available for the Chairman's signature. There was a discussion concerning whether the district had the funding available to pay for this project. The Chairman will sign the contracts after talking with the Clerk/Auditor about the restricted funding to ensure the district has funds available for the project.

Rocky Mountain Power will begin moving the power poles on June 15, 2015.

Deer Creek Road Repairs

Wayde Nielsen was not in attendance at the meeting to discuss the repairs necessary to the Deer Creek Road before future coal hauling begins. A meeting has been set up with Energy West on June 24, 2015 at 10:00 a.m. and would appreciate it if any board member could attend. The road will need an overlay and other possible repairs and

where the funding will come from needs to be discussed.

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Goblin Valley Fencing Project

Howard Tuttle reported that the funding from the state legislature for this fencing project has been given to State Parks. A pre-construction meeting is scheduled for June 9, 2015.

**APPROVAL OF PAYMENT OF BILLS AND FINANCIAL REPORT**

The bills and the financial report were approved on a motion by Merrill Swasey and a second by Dean King. The motion was approved by all members present.

The 2015 fiscal year 4rd qtr. (April 2015) mineral lease allocation (through UDOT) will be \$60,653.61 as follows:

Emery County Special Service District #1	\$ 24,261.44
Local Building Authority of Emery County	\$ 17,589.55
Castle Valley Special Service District	\$ 7,884.97
Emery County Recreation Special Service District	\$ 4,852.29
Emery County Fire Protection Special Service District	\$ 4,852.29
North Emery Water Users Special Service District	\$ <u>1,213.07</u>
Total	\$ 60,653.61

A motion to ratify the April 2015 distribution of MMS revenue through UDOT was made by Merrill Swasey. Dean King seconded the motion and the motion was approved by all members present.

**APPROVAL OF MAY 11, 2015 MEETING MINUTES**

BILLS APPROVED BY ECSSD#1  
June 8, 2015

Emery County - 98-4000-2800 - Telephone	\$30.00
Rocky Mountain Power - 98-4000-7503	\$210.59
Johansen & Tuttle Engineering, Inv. 51516 - Cleveland South Flat Bus Loop 98-4000-3031	\$6,000.00
BK's - Meeting refreshments - 98-4000-6100	\$36.87
Stewarts, Inv. 342533 - 98-4000-6100 - Treats for Meeting	\$12.45
Utah Local Governments Trust - Inv. 1502961 - General Liability 98-4000-5100	\$9,323.00
Peczuh, Inv. 234799 - 98-4000-2400 - Letterhead	\$78.03
Bevan K. Wilson - 98-4000-6210- Board Meeting Stipend/Project Mgr.	\$300.00
98-4000-2300 - Mileage	\$23.00
98-4000-2800 - Cell Phone	<u>\$50.00</u>
	\$373.00
Dean King - 98-4000-6210 - Board meeting Stipend/Project Mgr.	\$300.00
98-4000-2300 - Mileage	\$108.10
98-4000-2800 - Cell Phone	<u>\$ 50.00</u>
	\$458.10
Kent Petersen - 98-4000-6210 - Board meeting Stipend/Project Mgr.	\$300.00
98-4000-2300 -Mileage	\$16.10
98-4000-2800 - Cell Phone	<u>\$50.00</u>
	\$366.10
Merrill A. Swasey - 98-4000-2800 - Cell Phone	\$50.00
98-4000-2300 - Mileage/Expenses	\$28.75
98-4000-6210 - Board member Stipend/Project Mgr.	<u>\$300.00</u>
	\$378.75

Richard Jensen - 98-4000-2800- Cell Phone	\$50.00
98-4000-2300 - Mileage/Expenses	\$20.13
98-4000-6210 - Board member Stipend/PRoject Mgr.	<u>\$300.00</u>
	\$370.13

**Total      \$   17,637.02**

June 11, 2015

Steven Barton  
Emery County Treasurer  
Emery County Courthouse  
Castle Dale, UT 84513

Dear Steve:

Please transfer sufficient funds from PTIF 1325 to ECSSD#1 checking account to cover bills approved in their regularly scheduled meeting on June 8, 2015 (attached). Thank you.

Sincerely,

Leslie Bolinder, Secretary for District

cc: Brenda Tuttle

**EMERY COUNTY SPECIAL SERVICE DISTRICT #1**

**2015 CHIP SEAL PARTICIPATION**

<b><u>ROAD #</u></b>	<b><u>ROAD NAME</u></b>	<b><u>MILAGE</u></b>	
<b>302</b>	<b>MOHRLAND CANYON</b>	<b>9.28</b>	<b>CHIP</b>
<b>316</b>	<b>NORTH HUNTINGTON BUS LOOP</b>	<b>2.84</b>	<b>CHIP</b>
<b>CHIP OIL COST \$300,000</b>	<b>TOTAL MILES</b>	<b>12.12</b>	<b>CHIP</b>

**ROAD DEPARTMENT**

<b>301</b>	<b>HIAWATHA</b>	<b>.27</b>	<b>CHIP</b>
<b>303</b>	<b>BURMA</b>	<b>1.33</b>	<b>CHIP</b>
<b>318</b>	<b>WILSON /BROWN</b>	<b>0.51</b>	<b>CHIP</b>
<b>219</b>	<b>JOE OVESON BUS LOOP &amp; SPUR</b>	<b>1.27</b>	<b>FOG</b>
<b>221</b>	<b>INDUSTRIAL SUBDIVISION</b>	<b>0.83</b>	<b>FOG</b>
<b>325</b>	<b>LAWRENCE STREETS</b>	<b>0.43</b>	<b>FOG</b>
<b>326</b>	<b>LAWRENCE CEMETERY</b>	<b>0.63</b>	<b>FOG</b>
<b>CHIP OIL &amp; FOG COST \$231,600</b>	<b>TOTAL MILES</b>	<b>3.16</b>	<b>FOG</b>
		<b>2.11</b>	<b>CHIP</b>

It will cost just under \$25,000 per mile for the Chipping Oil. The Road Dept. will be taking on the Overnight and Spreading costs for the Emery County Special Service District #1.

The minutes for 5/11/2015 were approved, as corrected, on a motion by Merrill Swasey and a second by Dean King. The motion was approved by all members present.

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**ADJOURNMENT**

The meeting was adjourned as the agenda came to the end. The next meeting is scheduled for July 13, 2015.

Approved by:

A handwritten signature in blue ink, appearing to read "Kent Petersen", written over the printed name below.

Kent Petersen, Chairman

7/13/15

Date: