



# Stansbury Service Agency Of Tooele County

---

1 Country Club, Suite #1, Stansbury Park, Utah, 84074  
Phone: 435-882-6188 Fax: 435-843-5183

The regular meeting of the Stansbury Service Agency of Tooele County was held Wednesday, September 23, 2015 at 7:00 pm, at the Stansbury Park Clubhouse, 1 Country Club, Stansbury Park, UT 84074. The agenda was published in the Transcript-Bulletin and on the Public Notice Website.

## **Business Meeting:**

**Call to Order:** The meeting was called to order by Chairman, Neil Smart.

**Pledge of Allegiance:** Michael Johnson led the Pledge of Allegiance.

### **Roll Call:**

Jamie Lindsay - Present  
Gary Jensen - Present  
Mike Johnson - Present  
Glenn Oscarson - Present  
Neil Smart - Present  
Rod Thompson - Present

### **Staff:**

Randall Jones - Present  
Miriam Alsup - Present

## **Review and Adopt Minutes:**

**Rod moved to adopt the minutes of the regular meeting held on September 9, 2015, with no changes. Jamie seconded the motion and the vote was as follows:**

<b>Jamie - yes</b>	<b>Glenn - yes</b>
<b>Gary - yes</b>	<b>Mike - yes</b>
<b>Rod - yes</b>	<b>Neil - yes</b>

**The motion passed.**

## **Public Comment:**

**Brock Petersen, 6619 N. Star Discovery.** Brock coaches several flag football teams and while practicing at a baseball field at Porter Way Park, he was approached by a soccer league representative who asked him not to practice or play there as the soccer league held precedence

there. Brock had earlier spoken with Randall regarding use of the park and Randall stated that as long as it wasn't in use, they could use it. Brock stated that they have always moved out of the way of soccer teams' play time and he has no problem with doing that.

Neil stated that there was no reason for the soccer league not to share with flag football teams and asked Randall to contact the soccer league regarding this issue of shared space and get the communication lines open. Neil will also address this issue when he attends the next Sports Association Meeting and map out areas so that teams aren't stepping on each other's toes and yet have enough space for families to recreate.

**Brittany Stapleton, 183 Nautical Dr.** Brittany thanked the Board for allowing her a "trial period" for an exercise class in the downstairs part of the clubhouse. She asked the Board to allow her to continue as long as there were no issues. Neil stated that the Board has no issues and encouraged her to continue. Brittany mentioned that at this time of the year, she will host the exercise class on Tuesday evenings only.

### **Possible Action Items:**

**2016 Budget** - Randall mentioned that the budget will be on the agendas for each meeting between now and November when a vote for a tentative budget will take place. He suggested the Board begin talking about where they would like to see the money go for next year's budget as the money received will be very similar to what was received last year. Suggestions, from Board Members, for next year projects included: softball fields; shoreline benches, tables & pathways; inside paint for clubhouse; trails; playground equipment; pond by driving range; pickleball, Village Parkway entry @ Hwy 138; uniform signs.

Neil encouraged each Board Member to think specifically about their area's needs so it could be addressed. Glenn stated that dependent upon the school bond passing, the agency might be responsible for part of the road development costs in the cemetery. Mike asked about the possibility of acquiring the plot of land west of Village so that it could be put to some use other than being an eye-sore. Mike asked about issues at the pool and Randall answered that the fence will eventually need to be replaced and roofs on the buildings will need to be replaced next spring. Mike mentioned that if there were a Master Plan, maybe a splash pad could be included even though there is a debate about where it should go. Randall stated that it is already a part of the Porter Way Park plan and the preliminary plumbing is already installed. Gary mentioned that tree planting along Village Parkway should be completed all the way to Maverik. Randall will present different styles of benches at the next meeting to help the Board decide on the type of benches that will be placed along the shoreline. Gary questioned if a dog park was a possible project and Jamie mentioned that she was aware of a petition, signed by residents, who were interested in having a dog park, that might be submitted to the Board. Neil said that it would be nice for all the animal lovers and that it will be talked about more at a later date.

**Clubhouse Maintenance & Scheduling Contract** - Neil stated that it is apparent that we need to put the contract out for bid and that the current contractor is not going to renew the contract after this year. Mike mentioned that the agency should at least request proposals to see if there is any interest and then we would know how much a management company would charge for scheduling and cleaning. Neil stated that one of the criteria would be that the contractor live in Stansbury as it probably couldn't be done any other way. Glenn questioned the cleaning hours and Randall explained that currently an individual cleans four hours on Friday and four hours on Monday and the agency pays \$500.00 a month for the cleaning services. Neil questioned how we would put an "exploratory" bid out and Randall explained that we could put the bid out with

the right to refuse any and all bids and then see if it would be too expensive to handle it that way. Neil suggested Randall put it out to bid for the scheduling and routine cleaning with a scope of work. Mike questioned the possibility of bringing this position in-house. Randall answered that the cleaning aspect would certainly be an advantage and that the employee would be hired with the understanding of what the job entails. Randall will draw up a scope of work to request proposals along with Mike's assistance.

**Recess** - cookies and chatter.

Neil mentioned that all had received an email from Kimberly Zollinger stating that she was not going to renew her Clubhouse Management Contract because she wanted to be able to take time for her family, and he wanted to publically thank Kimberly for everything she has done for the clubhouse. Neil stated that she has been an amazing person, has treated this place like it was her own, and has been outstanding.

### **Manager's Report**

Neil spoke with Randall earlier about the entry way curbing and the dirt area between the curbing and the road. Once the curbing is remediated by Staker, the dirt next to Hwy 36 will be graded and about 3 inches of lime fines will be laid. Randall explained that Staker will make it right along with the flower box.

Board Member Training - Randall explained that every year the Board Members are required to attend training regarding Open Meetings and general training for Board Membership. There are other options such as on-line training or having an instructor come to a Board Meeting and give the training period after the meeting. Neil suggested that an instructor be invited to train after a Board Meeting and Randall will arrange for that.

### **Future Cemetery Development**

Glenn handed out a plot of the cemetery in relationship to surrounding lots and roads. Glenn has been in contact with Steve West, Tooele County School District, and if the school bond passes, the road along the side of the cemetery will be straightened to allow the road to run all around the school site and act as fire protection. There is the area behind the cemetery for possible development for a playground area for the school as they are short on playground space, allowing school use for an un-numbered amount of years until the space is needed for the cemetery. A contract would be needed so that as soon as the cemetery space was needed and certain criteria was met, the area would revert back to the cemetery. Also, if the bond passes, the agency could approach Tooele County about the small piece of property east of the cemetery that they tried to develop into a retirement center which fell through. Randall stated that if the school district was allowed to use the back half of the cemetery, then the agency could negotiate the water and grass development there along with the road. Mike firmly stated that a contract would definitely be needed between the school district and the agency especially regarding when school is not in session. Neil encouraged Glenn to continue his involvement with the school district and the hopeful passing of the school bond.

### **Board Members' Reports & Requests:**

**Gary Jensen** - Gary reported that he will be hospitalized on the 7th of October for

approximately 4 - 6 weeks, but would be available via phone if needed. Randall asked Neil if he thought it prudent to appoint an interim Treasurer for the Agency for signing of checks in Gary's absence. Neil asked Glenn if he would take on the interim position and Glenn accepted. Gary added that he is in contact with the county about nine home owners along Hwy 138 acquiring greenbelt areas around their lots, and that he will provide the information when it becomes available.

**Jamie Lindsay** - Jamie mentioned that she is posting the Meeting Agendas only on facebook. She asked the Board if she should be capturing the information on a regular basis or capturing it at all and that the Board needs to adopt a policy on storage of records. Jamie asked about addressing how to answer the comments. Neil stated that since she was posting the Agenda only, that he felt it was no issue. Miriam added that she has drafted a management plan for the agency's record retention schedule and Neil asked that she present the drafts at the next meeting.

**Rod Thompson** - nothing at this time.

**Neil Smart** - Neil would like to see a new net in place on the tennis courts located across from the elementary school. He asked if our pool guards were instructed in proper procedures for assisting the handicap into the pool and Randall answered yes, even though the handicap access lift has not been installed as of yet.

**Glenn Oscarson** - Glenn asked Randall to provided invoices for park benches and park bathrooms since grant money had been awarded and the invoices were needed so the agency could receive the grant dollars. Randall stated that he would see that Glenn received those.

**Mike Johnson** - nothing at this time.

**No Correspondence.**

**Financials and Bills:** checks were signed and bills paid.

**Gary made the motion to adjourn the meeting. Rod seconded the motion and the vote was as follows:**

<b>Jamie - yes</b>	<b>Glenn - yes</b>
<b>Gary - yes</b>	<b>Mike - yes</b>
<b>Rod - yes</b>	<b>Neil - yes</b>

**The motion passed and the meeting was adjourned.**

