

Quarterly Meeting Scofield Reservoir Special
Service District

October 5, 2022, 10:00 a.m. 751 East 100
North, Price, Utah. Commission Conference
Room 2nd Floor

AGENDA

1. Roll Call
2. Review and possible approval of minutes from previous meeting.
3. Review of Financial Report
4. Approve Tentative Budget for 2023
5. Set date for public hearing to approve 2023 budget
6. Set date for public hearings to open and adjust 2022 budget
7. Open & public meeting training
8. Discuss, approve, disapprove request for a road across the SRSSD property north of at Forrester area
9. Review and possible approval for an updated Customer Invoice Statement
10. Update on pumping sludge from tanks at each site
11. Possible Closed Session to discuss???
12. Such other matters as may come before the board
13. Adjourn



Scofield Reservoir Special Service District

MEETING MINUTES – April 6, 2022

IN ATTENDANCE:

OTHERS ATTENDING:

Ted Helston, Chairman - Clear Creek - Call in
K.C. Williams - Singleton – excused absence
Steve Carlson - Steve's Plumbing
Scott Olsen - Forester-
Albert Spencko – Belotus
Val Johnson – Campsite – excused absence
Rudy Metelko – S. West
Geni Hawk, Secretary
Soleil Melo, Administrator

The meeting was called to order at 10:00 a.m. in the 2nd floor Conference Room of the County Administration Building by Rudy Metelko.

Item #1: Roll call see above

Item #2: Approval of 12.8.2022 minutes: Albert Spencko made the motion to approve the minutes, Scott Olsen seconded – Approved.

Item #3: Review of Financial report – Soleil added March as it wasn't available when the packets were prepared. Albert asked if there was any outstanding debt on the sewer lines. Ted did not think we had any outstanding debt. Soleil pays a bond to the State of Utah but she is not sure what it is for. Scott made the motion to approve, Albert Spencko seconded it - Approved.

Item #4: Discussion of Site Tank pumping schedule – Steve said that this summer every time they come up to pump Helston's or Paneer's, they will pump another tank.

Item #5: Update on backup pumps and equipment – Steve said the Board has all the backup needed.

Item #6: Update on odor removal at Campsite – Steve stated that he called the chemical company regarding the chemical they had. The company said that we needed to use more, so we did and it was better. We will see how it performs over the summer. Ted wanted to make sure that if Steve does any work outside the contract that he submits a bill.

Item #7: Discussion on hiring a new attorney – No one can find one. Soleil will reach out to John Schindler

Item #8 Other Business – Albert would like to know how much the Board collects from the annual fee's we receive. Soleil will run the report for that and will get it to the Board.

Item #9: Motion to Adjourn – Albert Spencko Seconded – Scott Olsen Approved



Ted Helsten, Chair

SCOFIELD RESERVOIR SPECIAL SERVICE DISTRICT - ENTERPRISE FUND

Account #	Description	2022 APPROVED Budget	YTD Actual	Projected thru Year-End	Adjustments	2022 Proposed AMENDED Budget	2023 Proposed Budget
REVENUE							
52-3610-000-000	Interest Earnings	(4,000.00)	(970.46)				(4,000.00)
52-3650-000-000	Miscellaneous Revenues	(200.00)					(200.00)
52-3733-000-000	Annual User Fees - Clear Creek	(14,400.00)	(14,100.00)				(14,400.00)
52-3734-000-000	Annual User Fees - Reservoir	(80,100.00)	(66,424.60)				(80,100.00)
52-3735-000-000	Sewer Connection Fees	(2,400.00)	-				(2,400.00)
52-3736-000-000	Inspection Fees	(80.00)	-				(80.00)
52-3810-000-000	Prior Year Carry Over	(33,720.00)	-		(1,000.00)	(34,720.00)	(34,720.00)
TOTAL REVENUE		(134,900.00)	(81,495.06)				(135,900.00)
EXPENSES							
52-4140-731-000	Construction of Improvements	6,000.00	-				6,000.00
52-4710-810-000	Principal on C.I.B Loan	10,000.00	9,000.00	-	-		10,000.00
52-4710-820-000	Interest on C.I.B Loan	2,500.00	1,455.00	-	-		2,500.00
52-4820-960-000	Required Reserve Fund	5,000.00	-		-		5,000.00
52-5212-250-000	Equipment & Sewer Line Maint	7,000.00	2,066.18	-	-		7,000.00
52-5212-251-000	Supplies	1,500.00	-	-	-		1,500.00
52-5212-270-000	Utilities	9,000.00	2,909.53	-	-		9,000.00
52-5212-310-000	Contracted Service-Scotfield To	36,000.00	23,324.96	-	-	-	36,000.00
52-5212-311-000	Pumping Costs-Holding Tanks	10,600.00	4,840.00	-	-		10,600.00
52-5212-312-000	Clear Creek-Maintenance	1,200.00	-	-	-		1,200.00
52-5212-620-000	Sampling Program Charges	100.00	-	-	-		100.00
52-5213-220-000	Public Notices	600.00	58.00	-	-		600.00
52-5213-230-000	Travel	-	-	-	-		-
52-5213-240-000	Billing Supplies & Postage	1,000.00	25.00	-	-		1,000.00
52-5213-310-000	Accounting & Audit	1,200.00	985.00	-	-		1,200.00
52-5213-510-000	Insurance	3,000.00	3,704.24	-	1,000.00	4,000.00	4,000.00
52-5213-610-000	Professional Service- Engineering	4,400.00	-				4,400.00
52-5213-611-000	Professional Service-Admin	5,800.00	4,350.00			-	5,800.00
52-5213-612-000	Depreciation Expense	30,000.00	-				30,000.00
Total Expenses		134,900.00	52,717.91				135,900.00

CERTIFICATE OF COMPLETION

This is to certify that

Soleil Melo

has successfully completed

Open and Public Meetings Act Training 2022

Utah Office of the State Auditor



Issued: 2022-10-05

Certificate ID: ulhazflatf

Mr. Ted Helsten Chair and Board of the
Schofield Reservoir Special Service District (SRSSD)
Carbon County Administration
751 East 100 North, Suite 2600
Price, UT 84501
Ph (435) 636-3200; Or Ph (435) 636-3701



Mr. Ted Helsten,

Sir, I am following up with you at your request to send you and the Board of SRSSD information requesting road access across SRSSD property for a number of individual properties located inside Carbon County, south of the Utah Co., and Carbon Co. line, east of state highway #96. My delay in response was due to trying to contact all the property owners involved.

We believe that this would benefit SRSSD as well as allowing these requesting property owners access to their properties will allow them to finally develop their properties which would include the necessity for sewer and water connections, which would increase SRSSD revenues. This would also allow a more convenient access to the SRSSD property from state highway #96.

Background (not all inclusive)

For many years, more than a dozen property owners have been denied access to their properties located in Carbon County, Mountain Retreat area. Requests for assistance for a number of years from Carbon County, have resulted in only limited progress, but no actual access.

In researching alternatives, we discovered that there are existing dirt roads that run north and south from the Utah and Carbon county line into Carbon County that would allow the denied property owners' immediate access to their properties. This is because the access would avoid the disputed claims that are the basis for denying access now.

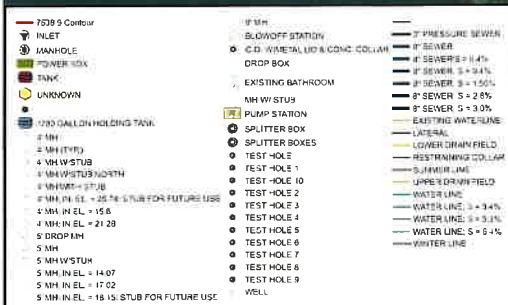
Our research shows that SRSSD owns the property north and adjacent to the Utah/Carbon county line east of state highway #96 running east for some 250 feet, as shown on the map that I have sent you. This property is raw open fields with no existing structures. There are fences on the south along the Utah/Carbon line and on the west immediately adjacent to state high #96. We are aware SRSSD has sewer lines under the ground on this property and that many of these sewer lines exist under existing easement dirt roads in Carbon County.

Our proposed request to SRSSD is that SRSSD allow an east-west access road along the Utah/Carbon line on the north-side of the fence. We would access this road from state highway #96 on the west, and extend it for the full 250' east-west length of the SRSSD property and beyond. Our request is for normal recreational vehicles and seasonal use for property owners, guests and limited contractors to access the properties. We do not believe that any improvements are necessary for this access road other than making a gate in the existing fence, which we, the requesting property owners, would fund.

We believe this is sufficient information for you and the Board of SRSSD to make a favorable ruling in our behalf. We pray that you would quickly do so. We very much appreciate your consideration and assistance in this matter.

Sincerely,
Dean Boren, PhD
Representative of requesting property owners.
Dean.G.Boren@Gmail.com; Ph (801) 292-2426

Forrester



SCOFIELD RESERVOIR

Invoice

Special Service District

Carbon County
Administration Building
751 East 100 North
Price, Utah 84501

Date

Invoice #

6/1/2022

14299

PAID
08/16/2022

DUPLICATE DATE SEPTEMBER 1 OF SERVICE YEAR

Bill To

Ted and Pamela Helsten
HC 35 Box 390
Helper, UT 84526

ACCOUNT

185C

Description

Amount

34 Sewer Service 2022 Season

300.00

Pay by phone is available by calling the Carbon County Clerk/Auditor's Office at (435) 636-3220. A processing fee of \$7.50 will be assessed if you choose this method of payment.

The upgrade on the electrical control panels was completed in 2016. The District obtained a loan from the CIB for the project and will be paying it off in annual payments. This year, the drainfield valves will be replaced. With systems as old as these, there will be more age-related repairs and maintenance that need to be monitored and completed. It is extremely important that users be careful about what is introduced to the systems. Once again, we ask for the cooperation of the users to refer to the list on the back of your invoice for substances that should NOT be put into the systems. If you have any questions, please contact the representative for your area. Thank you.

Today's Invoice \$300.00

Payments/Credits - -\$300.00

Customer Total Balance \$0.00

Balance Due \$0.00

PLEASE DETACH AND RETURN BOTTOM PORTION WITH PAYMENT

Please make checks payable to:

Scofield Reservoir Special Service District
751 East 100 North
Price, Utah 84501

☐ Check box if address is incorrect or has changed, and indicate change(s) below.

REMITTANCE

Date

Invoice #

14299

Account #

185C

Amt Enclosed \$

Customer Total Balance \$0.00

The account referenced above identifies you as the responsible party for payment of this invoice. If a change in property ownership occurs, please notify us immediately at the number listed above and provide the correct information for future billing purposes. Until the required notification is received, you will remain the responsible party for payment of all charges associated with this account.