

**MINUTES OF THE WASATCH COUNTY COUNCIL
ACTING AS
THE GOVERNING BOARD OF THE OWL'S NEST
SPECIAL SERVICE DISTRICT
APRIL 11, 2023**

PRESENT: Board Chair Spencer Park
Board Member Steve Farrell
Board Member Erik Rowland
Board Member Mark Nelson
Board Member Karl McMillan
Board Member Luke Searle via Zoom
Board Member Kendall Crittenden

STAFF: Max Covey, the General Manager
Theresa Baronek, District Treasurer
Dana Kohler, Administrative Assistant
Kierstan Smith, CPA
Wade Webster, Keetley Water Treatment Plant Manager
David Fuller, Project Coordinator
Terese Robins, District Treasurer
Rick Tatton, Court Reporter
Shari Coleman, Accounting Clerk
Doug Scow, Water Rights Supervisor
Chance Morris, Distribution/Collections Manager

Board Chair Spencer Park called the meeting to order on Tuesday April 11, 2023. The record should show that all the Governing Board Members of the Owl's Nest Special Service District are present with Board Member Luke Searle via Zoom. The record should show that the Governing Board of the Owl's Nest Special Service District are meeting in the Wasatch County Council Chambers located in the Wasatch County Administrative Building at 25 North Main, Heber City, Utah 84032. Board Chair Spencer Park then called the first agenda item.

REGULAR SESSION

APPROVAL OF THE MINUTES FOR MARCH 14, 2023

Board Member Steve Farrell made a motion to approve the minutes for March 14, 2023, as written. Board Member Mark Nelson seconded the motion, and the motion carries with the following vote:

**AYE: Board Chair Spencer Park
AYE: Board Member Mark Nelson
AYE: Board Member Erik Rowland
AYE: Board Member Steve Farrell
AYE; Board Member Kendall Crittenden
AYE: Board Member Luke Searle via Zoom
AYE: Board Member Karl McMillan**

NAY: None.

OTHER BUSINESS

Max Covey, the General Manager, and the Governing Board of the Owl's Nest Special Service District both indicated that they have no other business.

Board Member Erik Rowland made a motion to continue the matter to 6:00 p.m. when we will have a public hearing for the Sewer Lateral Inspection Fee. Board Member Karl McMillan seconded the motion, and the motion carries with the following vote:

**AYE: Board Chair Spencer Park
AYE: Board Member Karl McMillan
AYE: Board Member Luke Searle
AYE: Board Member Kendall Crittenden
AYE: Board Member Steve Farrell
AYE: Board Member Erik Rowland
AYE: Board Member Mark Nelson**

NAY: None.

The meeting was continued to 6:00 p.m.

The Board Chair Spencer Park indicated that the time is 6:00 p.m. and we will now proceed with the public hearing that is scheduled this evening regarding the Owl's Nest Special Service District.

PUBLIC HEARING APRIL 11, 2023

PRESENT: Board Chair Spencer Park
Board Member Steve Farrell
Board Member Erik Rowland

Board Member Mark Nelson via Zoom
Board Member Karl McMillan
Board Member Luke Searle
Board Member Kendall Crittenden

STAFF: Max Covey, General Manager
Theresa Baronek, District Treasurer
Dana Kohler, Administrative Assistant
Kierstan Smith, CPA
Wade Webster, Keetley Water Treatment Plant Manager
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SEWER LATERAL INSPECTION FEE RESOLUTION 2023-01

Max Covey, the General Manager, addressed the Governing Board of the Owl's Nest Special Service District and indicated that Owl's Nest Special Service District currently is expecting growth of their sewer system as the district develops. ONSSD follows the standard practice of ensuring that all new service connections must be inspected, logged, and approved by the district before being back filled. The purpose of this memo is to propose an inspection fee intended to offset the cost of this necessary service.

Based on BCA's analysis of the cost association with the inspection of new service connections in Owl's Nest Special Service District, we propose an inspection fee of \$460.0 per connection. This fee considers the time and expense incurred by ONSSD. It doesn't include any type of margin for profit since ONSSD takes a cost-of-service approach to its fees.

Specifically, the cost of the inspection includes driving time and mileage approximately an hour on sites for inspection, the value of the district vehicle used for transportation, and the office time required to record and file the inspection results. Additionally, approximately 60 percent of laterals require a second visit, which is averaged into the overall fee recommendation. The vehicle and mileage portion are intended to cover gas and any wear and tear to the district owned vehicle. Lastly, overhead and incidentals covers any administrative work for management, scheduling, and reviewing the inspections. We believe this fee accurately reflects the approximate cost of providing this necessary service. The components are the inspector time \$270.00 dollars, the vehicle time and mileage \$95.00 dollars, Overhead and incidentals \$95.00 for a total of \$460.00.

PUBLIC COMMENT

Chair Spencer Park then opened the public hearing for public comment and there was none, so the public comment period was closed.

MOTION:

Board Member Steve Farrell made a motion that we approve Resolution 2023-01 approving the inspection fee for the sewer laterals for the Owl's Nest Special Service District. Board Member Kendall Crittenden seconded the motion, and the motion carries with the following vote:

**AYE: Board Chair Spencer Park
AYE: Board Member Kendall Crittenden
AYE: Board Member Luke Searle
AYE: Board Member Karl McMillan
AYE: Board Member Steve Farrell
AYE: Board Member Erik Rowland
AYE: Board Member Mark Nelson via Zoom**

NAY: None.

ADJOURNMENT

Board Member Steve Farrell made a motion to adjourn. Board Member Kendall Crittenden seconded the motion, and the motion carries with the following vote:

**AYE: Board Chair Spencer Park
AYE: Board Member Karl McMillan
AYE: Board Member Luke Searle
AYE: Board Member Kendall Crittenden
AYE: Board Member Steve Farrell
AYE: Board Member Erik Rowland
AYE: Board Member Mark Nelson via Zoom**

NAY: None.

The meeting adjourned at 6:30 p.m.

SPENCER PARK/BOARD CHAIR