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BOARD MEETING MINUTES
October 20, 2026

CALL TO ORDER:

The Stansbury Park Improvement District Board of Trustees meeting was held at the Oquirrh Mill building, 30 Plaza, on the above date. Mr. Clegg called the meeting to order at 4:00 p.m.

ATTENDANCE:

Jacob Clegg, Board Chair; Judy Desmond, Trustee; Bryan Mansell, Trustee; Brett Palmer, District Manager; Brendan Thorpe, Ward Engineering Group; Christine Rouska, SPID Office Staff; Cami Thorpe, Minutes.

CRAIG HANCEY – REQUEST TO CONNECT TO SEWER LINE IN HEIDI WAY:

Mr. Hancey was not present at the meeting. The Board considered Craig Hancey's request to connect to the sewer line on Heidi Way, in Erda. The connection would be subject to the same requirements as previous connections, including annexation, transfer of appropriate water rights to the District, and compliance with District rules and regulations. Mr. Palmer clarified that a sewer connection would also require a water connection.

MOTION: Mr. Mansell moved to approve the Craig Hancey request to connect to the sewer line on Heidi Way with the stipulation that the same requirements defined for other users who have connected previously, to annex into the District, and be required to connect to the District water. Mrs. Desmond seconded the motion. Mr. Clegg, Mrs. Desmond, and Mr. Mansell were in favor. The motion passed.

REVIEW 2027 DRAFT BUDGET:

Mr. Palmer presented the draft budget for review. The Board discussed the following items:

- Well No. 3: The draft includes $500,000 for raising the site grade and rebuilding the pump house. Mr. Palmer said the capital facilities plan estimate is approximately $1.2 million. He plans to increase the budget by about $700,000.
- 125 Lakeview storm drain: The plans are complete. Bid and contract documents still need to be prepared before the project can be put out to bid.
- Vehicle: The Board discussed budgeting $65,000 for the truck. Mr. Palmer will double-check whether that amount is sufficient.
- Well No. 2 generator: Mr. Palmer said a generator may cost approximately $140,000–$160,000 installed and should be considered for the budget. The Board discussed the need for backup power.
- Standby motor: A 200-horsepower electric motor that can serve Wells No. 1, 2, and 3 is included.

- Test wells: Mr. Palmer reported that the test wells near the sewer treatment facility have been drilled. Staff is consulting with the state and Chem Tech about required testing.
- Digital mapping: The District is working with Uintah Software through Monson Engineering to convert paper maps to digital records. Costs for equipment and licensing are divided between water and sewer funds.

The Board discussed possible employer matching contributions for employee Roth or 457 accounts. The board leaned toward a match of up to 3 percent of gross wages, matching no more than the employee contributes. No formal vote was recorded. Mr. Palmer will confirm URS requirements and prepare a resolution for the Board's consideration.

APPROVE PTIF RESOLUTION TO ADD/DELETE AUTHORIZED USERS TO ACCOUNTS:

The Board considered adding an authorized person for the PTIF state savings account.

Mr. Clegg recommended that a board member be the second contact.

MOTION: Mr. Mansell moved to approve the PTIF resolution to add Mr. Clegg to the certification of authorized user to the PTIF accounts. Mrs. Desmond seconded the motion. Mr. Clegg, Mrs. Desmond, and Mr. Mansell were in favor. The motion passed.

MANAGER'S OPERATION REPORT:

Mr. Palmer reported that paving on the Village Boulevard project was expected to be completed the following day, with manhole collaring to follow. Whether Phase 2 would require additional micro seal had not yet been determined.

The Board discussed complaints about the rough Phase 1 micro seal surface. Mr. Palmer said the work was unacceptable and that Tooele County and the contractor were discussing whether an overlay would be required. Mr. Clegg said he would follow up with Tooele County.

APPROVE MEETING MINUTES OF SEPTEMBER 22, 2026:

Mr. Mansell asked that on the top of page three be rephrased to state Mr. Mansell is in favor of the regionalization.

MOTION: Mrs. Desmond moved to approve meeting minutes for September 22, 2026, with changes. Mr. Mansell seconded the motion. Mr. Clegg, Mrs. Desmond, and Mr. Mansell voted in favor. The motion passed.

APPROVE FINANCIALS & WARRANTS:

Mr. Palmer explained that a sewer charge refund was due to the swimming pool after the billing system had incorrectly calculated charges based on water entering the pool rather than the amount discharged to the sewer.

MOTION: Mrs. Desmond moved to approve the financials and warrants for the period September 23, 2026, through October 20, 2026, totaling $410,832.92. Mr. Mansell seconded the motion. Mr. Clegg, Mrs. Desmond, and Mr. Mansell were in favor. The motion passed.

PETITIONS, COMMUNICATIONS, PUBLIC COMMENT:

Mr. Clegg raised concerns that Board members' personal cell phone numbers were listed on the District website, leading to calls about matters that office staff could handle. Mr. Palmer said the website contact information may potentially be changed to the District office number. Mr. Clegg said he was comfortable being contacted about relevant board matters but preferred calls to be routed through staff first.

The Board also discussed negative online reviews related in part to late fees and monthly billing. Mr. Palmer said staff was considering changes to provide additional notice before late fees are assessed. Members discussed community outreach, including the possibility of an informational booth at Stansbury Days.

MOTION FOR ADJOURNMENT:

MOTION: Mrs. Desmond moved to adjourn. Mr. Mansell seconded the motion. Mr. Clegg, Mrs. Desmond, Mr. Mansell voted in favor. The meeting adjourned at 5:15 p.m.

APPROVAL:

J. M. Clegg

Jacob Clegg, Chairman