

# **North Tooele City Special Service District**

Administrative Control Board Business Meeting Minutes

Thursday, January 11, 2017

Conference Room 224, Tooele City Hall

90 North Main, Tooele, Utah

**Board Members Present:** Andrew Wallentine, Erik Brondum, Mike Maloy, Maresa Manzione, and Jed Winder

**Board Members Excused:** None

**Others Present:** Jeff Hammer  
Debbie Winn, Tooele City Council

Minutes prepared by Andrea Cahoon

The meeting was called to order by Chair Wallentine at 8:20 P.M.

## **1. Open Forum for Public Comment**

No one from the public was present except Jeff Hammer who will be appointed to the NTCSSD Administrative Control Board by the Tooele City Council next Wednesday (1/17/17).

## **2. Approval of Minutes from the Meeting Held on November 17, 2016**

**Ms. Manzione moved to approve the minutes from the meeting held on November 17, 2016, as presented.** Mr. Brondum seconded the motion. All members present voted, "Aye."

## **3. City Council Report**

Presented by Councilwoman Debbie Winn

Councilwoman Winn reported that new Tooele City Council assignments were made and she has been reassigned to work with the NTCSSD. She is now serving as the Chair of the City Council.

## **4. Maintenance Coordinator's Report on Past and Present Actions**

Presented by Mike Maloy

Mr. Maloy reported that since their last meeting a street light was hit and knocked down on 2000 North and SR 36. He had sent out an e-mail to the board members concerning it and had discussed with Roger Baker about the district making the repair and then having Tooele City and the insurance company reimburse the district for the repair. Mr. Maloy stated he had Black and McDonald do the repair. They will now have Tooele City and the insurance company reimburse the district for the replacement. Black and McDonald did pick up the pole.

Mr. Maloy further reported that he contacted Dave Judd, who does electrical utility work to see if he would be interested in doing repairs for the district. He is interested. Mr. Maloy contacted him to come and take care of a globe that was ready to fall off and he went and repaired the globe but it is the light fixture that has the bad under ground wiring and it needs additional work done to fully repair it. Mr Maloy requested that Mr. Judd submit a proposal for additional work for the district.

Ms. Manzione reported that most of the lights on 2000 North between 170 West and the roundabout are not working. She also had noted that there was a tree blown over at the bridge, and one of the bridge rails is cracked and about to break.

Mr. Winder said the bridge lights are still are not working. Mr. Maloy said he asked Mr. Judd to look into that and Mr. Judd is preparing a proposal for that repair.

Mr. Wallentine forwarded an e-mail from Hunt Electric to Mr. Maloy. Hunt Electric is also interested in doing some maintenance work for the District. The board hoped by having a couple of local, smaller electrical contractors that they could get a better response time for repairs that need to be done.

## **5. Treasurer's Report**

Presented by Jed Winder

### **a. Approval of Invoices and Reimbursements**

The following invoice was presented for payment:

- Andrea Cahoon in the amount of \$88.00 for secretarial services

**Ms. Manzione moved to pay the invoice as presented.** Mr. Brondum seconded the motion. All members presented voted, "Aye."

### **b. Status of Budget/Expenses for Fiscal Year 2016**

Mr. Winder provided a copy of the Combined Income Statement, Budgets, and Account Balances to the board members. A copy of this is included with these minutes as Exhibit A. He also reported that they received the majority of their annual tax revenue in the mail and it is now in their account.

## **6. Chair's Report**

Presented by Chair Wallentine

Chair Wallentine stated that he had planned to have Brian Roth from the Tooele City Parks Department come present landscape options for the east side of 400 West at this meeting. Mr.

Roth told him that they were not ready to make the proposal yet and they would like to do it in February instead.

**7. Election of Board Officers for 2017**

Erik Brondum nominated Jeff Hammer as chair. The nomination was seconded by Andrew Wallentine. Mr. Hammer was elected chair by acclamation.

Erik Brondum nominated Jed Winder as treasurer, Mike Maloy as maintenance coordinator, and Andrew Wallentine as vice chair. All board members agreed to elect these people to the positions by acclamation.

**8. Resolution 2017-01: A Resolution of the North Tooele City Special Service District Administrative Control Board Establishing Dates, Time, and Place of its Public Meetings for Calendar Year 2017**

**Ms. Manzione moved to approve Resolution 2017-01.** Mr. Brondum seconded the motion. All members present voted, "Aye."

Mr. Wallentine gave Jeff Hammer Brian Roth's contact information so he could invite him to come to the February meeting to make the presentation. The board told him that they preferred having grass to xeriscape as it is easier and less costly to maintain.

**9. Adjourn**

**Ms. Manzione moved to adjourn the meeting.** The meeting adjourned at 8:42 p.m.