

North Tooele City Special Service District
Administrative Control Board Business Meeting Minutes
Wednesday, January 10, 2018
Conference Room 224, Tooele City Hall
90 North Main, Tooele, Utah

Board Members Present: Jeff Hammer, Maresa Manzione, Jed Winder, Katrina Call, and Erik Brondum

Board Members Excused: Travis Brady, Mike Maloy

Others Present: Melodie Gochis, Tooele City Council

Minutes Prepared by Andrea Cahoon

The meeting was called to order by Chair Hammer at 8:10 p.m.

1. Open Forum for Public Comment

No one was present from the public to make comments. Chair Hammer asked if anyone attended the county government proposal meeting held last night? Melodie Gochis said she had. He encouraged the board members to learn more about the committee's proposal for Tooele County.

2. Approval of Minutes from Meeting Held on November 8, 2017

Ms. Manzione moved to approve the minutes from the meeting held on November 8, 2017, as presented. Mr. Brondum seconded the motion. All members present voted, "Aye."

3. City Council Report

Chair Hammer welcomed Melodie Gochis, who is the new representative from the Tooele City Council. She stated she looked forward to working with them.

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

Presented by Michael Maloy

Mr. Maloy was not present to give his report. Ms. Manzione said there are several lights that have been installed that are not the correct fixture. Chair Hammer said that he talked to Paul Hansen about that. Ms. Manzione had sent Mr. Hansen a picture of the incorrect fixture but he did not receive it. Chair Hammer said that he would follow up and get another picture sent to Mr. Hansen. The repair lists have been sent and there are many burned out lights and they are not getting repaired as they should. Mike Maloy is supposed to get the information to Shilo Baker and Shilo Baker is supposed to coordinate the repairs.

Mr. Brondum explained to Melodie Gochis that this district has no assets. They are only in existence to maintain the amenities of the service district. The street light maintenance is not being done again.

Chair Hammer said he spoke to Paul Hansen about the three lights on 2000 North that are all out as well.

The board noted that the cobra head light by the hospital got knocked down and left there. Mr. Brondum was not sure that the city understands that they are responsible for the street lights on Main Street even though the road is controlled by UDOT. It was mentioned that the downed pole may have been picked up.

Jed Winder arrived at 8:15 p.m.

5. Treasurer's Report

Presented by Jed Winder

a. Approval of Invoices and Reimbursements

Mr. Winder presented the following invoices for payment:

- Andrea Cahoon in the amount of \$76.00 for secretarial services
- The UPS Store for the District PO Box rental in the amount of \$240.00

Mr. Brondum moved to approve the stated invoices. Ms. Manzione seconded the motion. All members present voted, "Aye."

b. Status of Budget/Expenses for Fiscal Year 2018

Mr. Winder reported that the district did receive about \$13,000 in tax revenues so far.

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.

6. Chair's Report

Presented by Jeff Hammer

Chair Hammer reported that Marlin Bigler (that is doing part of the new subdivision) has been getting a water bill from the city. Mr. Bigler stated he had paid it through October 2017. The board told Chair Hammer that Mr. Bigler needs to take that up with the Tooele City Water Department as it has nothing to do with the district.

7. Election of Board Officers for 2018

Chair

Mr. Brondum nominated Jeff Hammer as chair. Ms. Manzione seconded the nomination. There were no other nominations. All board members present voted, "Aye."

Vice Chair

Chair Hammer nominated Maresa Manzione as Vice Chair. Mr. Winder seconded the nomination. There were no other nominations. All board members present voted, "Aye."

Treasurer

Chair Hammer nominated Jed Winder as Treasurer. Ms. Manzione seconded the nomination. There were no other nominations. All board members present voted, "Aye."

Maintenance Coordinator

Chair Hammer nominated Katrina Call as Maintenance Coordinator. Ms. Manzione seconded the nomination. There were no other nominations. All board members present voted, "Aye."

8. Resolution 2018-01: A Resolution of the North Tooele City Special Service District Administrative Control Board Establishing the Dates, Time, and Place of its Public Meetings for Calendar Year 2018

Ms. Manzione moved to approve Resolution 2018-01 as presented. Mr. Brondum seconded the motion. All members present voted, "Aye."

9. Adjourn

Ms. Manzione moved to adjourn the meeting. The meeting adjourned at 8:34 p.m.