



Date: Thursday, March 23, 2023,

Time: 20:00

Place: Tooele City Hall

90 North Main Street,

Tooele, Ut, 84074

Board Members Present

Jeff Hammer; Chairman

Jed Winder; Treasurer

Brian Roth; Board Member

Amanda Graf; Maintenance Coordinator

Katrina Call; Board Member

OTHERS PRESENT:

Jim Bolser; Tooele Councilman

Travis Brady; Independent CPA

Justin Brady; Tooele Councilman

Christian Springer; Jensen Family

1. Open Forum for Public Comment

No Public Comments

2. Tooele Community Development Representative

Presented By: Jim Bolser

Tonight, is the Last night Jim Bolser will be with us, he is going to be resigning from Tooele City, and taking a position in St. George.

As far as development goes there is no new developments or updates

20:00-20:02; 2 Min

3. City Council's Member Report

Presented By: Justin Brady

There have been multiple businesses requesting water recently including a hotel called Micro Motel- Moto Hotel by the England Construction building, near North Point Medical. Tooele City has a new website.

Recent discussions with the mayor regarding businesses wanting to join NTCSSD-

She stated, "It is up to the district."

The fence will be replaced soon.

20:02-20:04 2 Min

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

Presented By: Amanda Graf

A light is out on Drysdale Way and Durocher.
Since the January Meeting there has been 7 work orders entered.

20:05-20:07; 2 Min

5. Jensen Family Landscape, LLC

Presented By: Christian Springer

Based on a quick drive through trees that have previously been planted, and need to be replaced due to multiple reasons-

- West side of 4th West by the rock fence section- 3
- North side of 2000 North between the school and 400 West- 4
- In the Median on 2000 North- 5

Averaging around 12.
A good replacement tree that is not twiggy or expensive is a 2" Caliper tree.
Christian will put together a bid for replanting these trees.
Also, a separate bid for adding additional trees.
Fences in Need of repair due to severe weather conditions-

- The house on 1445 Clemente way with the back yard facing Wendy's-

The previous owners intentionally took out the fence to remove items, they put it back together incorrectly. Jensen Family Landscape replaced these damaged sections. There are new damaged sections.
The fence line on 2000 North- has three sections of fence that needs to be repaired due to bad weather and will need to be fixed. It is up to Jensen Family Landscapes discretion to go about the best process for this.
They will follow up with Jamie Grandpre- Public Works Director, who works with the city he's the informant notifying us about the status of these fences.

20:07-20:15; 8 Min

6. Invoices and Budgets

6.1 Vice Treasurer's Report- Approval of Invoices and Reimbursements

Presented By: Jed Winder

1. Invoice from Jensen Family Landscape- \$5,540
Part of this Invoice involves the bridge, 4 poles needed to be reset due to the storms; some of the parts used were from the service districts inventory.
2. Second Invoice Jensen Family Landscape- \$4,020
Double times are on there due to extra hours and supply use due to the massive snowstorm for shoveling, snowplows, 4-wheeler, snow blower.
Total= \$9,560.00
3. Invoice Travis- \$50
4. Kelly's Invoice for January- \$72. And February \$144 Total- \$216.00
5. Tooele Transcript Bulletin- \$55.96- was posted for the February meeting, it shouldn't have been posted.
Kelly- Emailed everyone for the last meeting, accidentally highlighted Dianna Bergen. She emailed asking if the agenda needed to be posted. A follow up response that day stated "No, I apologize this was sent in error."

Confirmation of this email will be added to the minutes for this month.
This invoice will be placed on hold until further notice.
1 received check for \$1,000 will be deposited.

Motion to Approve	
Invoices presented by Jed Winder for: Jensen Family, Travis, and Kelly	
Approved By: Amanda Graf	
Seconded By: Brian Roth	
No Objections	
Approved	

20:15-20:23; 8 Min

6.2 Invoices and Budgets- Status of Budget/ Expenses for Fiscal Year 2023
Presented by Travis Brady

Landscape Budget- \$72,000, Year-to-date including today's transactions- \$55,000.
Due to so many massive storms, in the spring Travis will verify how much the district has historically paid Jensen Family Landscape.
Water Budget that hasn't been spent- \$19,000.
Capital districts fund has money set aside for trees.
If plans are not made for the funding by the end of this fiscal year (June 30th), the district can make a motion to move a set amount into the capital projects fund until the trees are paid for.
The funds go from the district's general fund to the projects fund.

1. Capital Outlay Landscape Construction for- additional signs, and lights or
2. Capital Outlay for Future Landscape Maintenance projects.

Both currently hold \$12,000.
The service district has 2 different fund types.

1. General funds- must spend what is brought in every fiscal year. It is a day-to-day operations i.e., Water, landscape, etc.
2. Capital Projects Fund. - A savings account.

If the water is turned on in May the first bill in June averages \$1,000. Based off square footage average cost estimate is expected to be around \$17,000.
A rough estimate for planting 10-15, 2" Caliper trees is around \$8 to \$10 grand. Leaving room for lights, landscaping, or other decisions the district would like to make a motion on.
Current availability for general maintenance streetlights \$2,500 with \$560.00 of that spent this year. Nothing spent on it last year.
The Service District Public Treasures Investment Fund has earned- \$11,000 in interest over 8 months, earning approximately \$1,000 quarterly. Bringing the account to \$120,000.
Amanda- Made a motion to allocate- \$5,000 for painting the light poles, and approx. \$50 put out to bid.
Amanda will contact Shiloh and Michelle to put out these bids.
Travis Brady will bring budget option ideas to the May meeting.

Motion to Approve	
Amanda Graf's motion to set aside \$5,000 to paint the light poles, with approx. \$50 to put out for bid.	
Approved By: Amanda Graf	
Seconded By: Brian Roth	No Objections
Approved	

20:23-20:37; 14 Min

6.2 Chair Report	Jeff Hammer
<p>GTM builders are at a standstill until they have the water to move forward. April 2023, there will be no in-person meeting. Instead everyone needs to take the "Open and Public Meetings Act Training"- it includes an 8-minute video with about 5 questions. To be completed by <u>April 27th</u>. Please email Kelly and Jeff your certifications Attached link here: https://training.auditor.utah.gov/courses/open-and-public-meetings-act-training-2023 May 18th meeting will be our next in person meeting.</p>	

7.	Motion to Approve
Minutes from Meeting held on February 23 rd , 2023	
Approved By: Brian Roth	
Seconded By: Jed Winder	No Objections
Approved	

20:37-20:43; 6 Min

There being no further business, the meeting was adjourned at 20:42

Total Minutes: 42



