



Stansbury Service Agency of Tooele County

1 Country Club, Suite #1, Stansbury Park, UT 84074

Office: 435-882-6188 Fax: 435-843-5183

serviceagency@stansburypark.org

The Regular Meeting of the Stansbury Service Agency of Tooele County was held Wednesday, January 24, 2018, at 7:00 pm, at the Stansbury Park Clubhouse, 1 Country Club, Stansbury Park, UT 84074. The agenda was published in the Tooele Transcript Bulletin and on Utah's Public Meeting Notice Website.

Business Meeting:

Call to Order: The meeting was called to order by Chairman, Neil Smart.

Pledge of Allegiance: Mike Johnson led the Pledge of Allegiance.

Roll Call:

Brenda Spearman - present
Cassandra Arnell - present
Aaron Spilker - present
Neil Smart - present
Glenn Oscarson - present
Mike Johnson - present

Staff:

Miriam Alsup - present

Oath of Office: Miriam, as District Clerk, administered the Oath of Office to incumbent-elected Board Member, Michael Johnson.

Review and Adopt Minutes:

Glenn moved to adopt the minutes of the Regular Meeting held on Wednesday, January 10, 2018, with no changes. Cassandra seconded the motion and the vote was as follows:

Brenda – yes; Cassandra – yes; Aaron – yes; Neil – yes; Glenn – yes; Mike – yes.

The motion passed.

Public Comment:

Jay Spectur, 109 Lakeview. Jay shared his concern with the ducks/coots/birds that are run over at the corner of Clubhouse Drive and Country Club, near the clubhouse. He asked the Board if collapsible signs could be placed at the corner alerting drivers to slow down and be aware of birds crossing. Neil asked Miriam to check into the cost of such signs. Jay also suggested that Stansbury Park have a community mascot, such as a heron and possibly put on stationery. He added that his wife watched as a child fell through the ice on the lake, and as she dialed 911, the child was able to pull himself out of the water and seemed okay. Jay wanted to let the Board know in case anything could be done to promote the hazard of being on the ice.

Phillip Fishbeck, 6647 Harvest Drive. Phillip, as President of Stansbury Stallion Youth Football League, requested that power be available at Village Blvd. Park. The league is currently using a generator to operate the concession stand during games, and as they have had no resident complain yet, they want to be conscientious of the noise a generator makes, and try to avoid that. Phillip offered to incur any fees due to the request being granted. Neil stated that he will have the maintenance crew look into getting a quote for power usage. Discussion took place then as to get a quote on getting power to the restroom buildings at Porter Way Park, Parkview Park, along with Village Blvd. Park, and the lower patio area at the clubhouse.

Whistleblower Policy: Mike made the motion to table the Whistleblower Policy to allow Cassandra and Miriam to finalize the policy and provide the changes to Brenda and Aaron. Glenn seconded the motion and the vote was as follows:

**Brenda – yes; Cassandra – yes; Aaron – yes; Neil – yes; Glenn – yes; Mike – yes.
The motion passed.**

Golf Course Ponds – Possible Aeration System: Neil shared information that Alan provided regarding a windmill aeration system for cleaning the golf course ponds instead of employees mucking out the moss and algae. The windmills come as small as 12 feet tall and run a compressor pump which forces air through an airline, operating on as little as 3-5 miles per hour of wind. Glenn added information from a golf course that he is familiar with and states that they are quite satisfied with the windmill aeration system. Jeff is on board with trying the windmills. Mike questioned that if the two new employees are not cleaning the ponds, what would they do. Neil stated that there are plenty of chores to keep two more employees busy, especially with two lake weed mowers operating.

Mike made the motion to authorize Neil to meet with staff and purchase two windmill systems, not to exceed \$5,000, for both. Glenn seconded the motion and the vote was as follows:

**Brenda – yes; Cassandra – yes; Aaron – yes; Neil – yes; Glenn – yes; Mike – yes.
The motion passed.**

Recess: none.

Work Session:

Board Service Areas Assigned –

Mike suggested that under the Recreation Service Area, Glenn be the Chairman, and Cassandra be the Secretary. Both, Glenn and Cassandra agreed to the suggestion.

Neil suggested that under the Greenbelt Service Area, Aaron be the Chairman, and Brenda be the Secretary. Both, Aaron and Brenda agreed to the suggestion.

Discussion took place on which Board Member would take on an area of interest within Stansbury Park and the results are:

Brenda's interest is with greenbelts; Cassandra's interest is with the lake; Aaron's interest is with the golf course; Neil's interest is with the parks/team sports; Glenn's interest is with the cemetery, observatory and grant writing; Mike's interest is with the clubhouse and pool.

Brenda questioned if committees were formed in certain areas of finance and/or communication, for examples, wouldn't that be an overkill with the General Manager. It was

decided that if committees were needed, then the Board Member assigned to the specific area of interest would meet with the General Manager, and go from there.

Brenda questioned what she was expected to do as Treasurer of the Board. Miriam answered that she will be signing checks, becoming familiar with regular payments, making deposits, and verifying account reconciliations.

Aaron added that he is all for spreading the work, but not crazy about committees, as it seems to him that time is wasted in forming a committee. He stated that he would love to see community input.

Community Master Plan –

Neil stated that four RFP's for the Community Master Plan have been received ranging from proposed costs of \$29,000 to \$59,000. Neal suggested that three Board Members review the proposals and offer the Board their suggestions. Glenn offered to be on the review committee, and Mike suggested that Brenda be on the review committee; she accepted, and Cassandra expressed an interest also.

Neil suggested that at some point in the process, that Brent Rose should be involved. Brenda suggested that all the Board Members use the scoring criteria presented in the RFP, form a committee, get input from Gary Jensen, and then hopefully present two proposals to the Board. Mike thought it best to only present one proposal to the Board, and Brenda thought it was giving too much authority to the review committee to present only one proposal. Brenda added that inviting at least two companies to present their proposals would be beneficial.

Open Meeting Law Training –

Miriam reviewed what Utah State requires of Board Members' Training for Open Meetings. She covered open meetings, closed meetings, public hearings, electronic meetings, meeting minutes, notice requirements, Utah's Public Meeting Notice website, fee increases, budget hearings, truth in taxation, agendas and emergency meetings. Review and discussion of these topics provided each Board Member the annual training required by law.

Maintenance Crew's Report –

Brenda questioned what the communication with Ivory Homes was about. Neil reported that some of the drawings did not have irrigation lines under the sidewalks and roads. Brenda asked how much influence the Board has in getting the sidewalks completed behind the existing homes on Village Blvd. Neil answered that the issue is between the county and the developer to see that the sidewalks are completed.

Miriam reported that Shelly will meet with an employee from Home Depot to measure two kitchen windows upstairs in the clubhouse and two in the main room of the lower floor. The cost estimate for shades for the four windows, measurements, and installation is about \$900. Neil stated that Shelly will need to be faithful in checking the shades to make sure they aren't damaged after events, as that has happened in the past.

Miriam added that Alan received two estimates for window replacement in the upstairs kitchen as one of the large windows has a cracked corner. The lesser of the two quotes from Phil's Glass and that is who Alan will use for the window replacement.

Board Members' Reports & Requests –

Mike Johnson – Mike asked if Neil had heard from any of the County Commissioners regarding the Mill Pond bridge. Neil answered that he spoke with Shawn Milne last week and Shawn stated that they were waiting for the Agency to get quotes on the bridge repair. Mike thought that the county was to draft an agreement first. Neil asked Miriam to review the recording of that meeting and let him know the final decision between the Agency and the County Commissioners. It was decided to wait for the new General Manager to be in position to move forward with the project.

Glenn Oscarson – Glenn would like ideas for applying for the recreation grant. He reported that most of the recreation grant funds are going to roads now, and there isn't as much money available as there has been in the past years. Glen mentioned that there is a possible burial for next week. He stated that he would like to attend the annual cemetery convention again this year.

Aaron Spilker – nothing at this time.

Cassandra Arnell – Cassandra reported that there is a drop box now available to transfer all of the website data into, thus taking the first steps for the new website.

Brenda Spearman - Brenda is interested in setting up G-suite email through Google and then having it connected to the website. She is suggesting the use of standardized emails for everyone so that emails can be owned by the Service Agency, and help with retention of correspondence and/or records of retention when a Board Member leaves. Miriam will check with the State Archives and find out if we need a conversion program if we use the G-suite program through Google.

Neil Smart – Neil reported that the property at Gateway and Frontage Road was not of interest to SPID and therefore, the Agency does not have interest in purchasing the land.

Correspondence: Miriam shared that in offering Utah Local Governments Trust our new Treasurer as Brenda, they notified her that the Trust has worked with Money Management Council at the State, and they have revised the bonding requirements for treasurers starting January 2018, and this type of bond will no longer be needed – a savings of \$350/year for the Agency.

Financials & Bills: the checks were signed and the bills paid.

Glenn made the motion to adjourn the Regular Meeting. Mike seconded the motion and the vote was as follows:

Brenda – yes; Cassandra – yes; Aaron – yes; Neil – yes; Glenn – yes; Mike – yes.

The motion passed and the meeting was adjourned.

