

Fruitland Special Service District
Board Meeting Minutes
Thursday, July 10, 2025 – 11:20 AM
FSSD Office – 3186 W 45000 S, Fruitland, UT 84027

1. Call to Order / Roll Call

Chairperson Vicki Savage called the meeting to order at 11:20 AM.

Board Members Present:

- Vicki Savage
- Steve Hille
- Bart Morrill
- Mike Wilkerson
- Michael Scheetz (sworn in during this meeting)

Others Present:

- Judy Wilkerson, District Clerk
- Zack Taylor, System Operator

Public Attendance:

None.

2. Approval of Minutes

A motion was made by Bart Morrill to approve the minutes from the previous meeting. The motion was seconded by Steve Hille. All voted in favor. Motion carried.

3. Swearing In of New Board Member

Chairperson Savage administered the Oath of Office to new board member Michael Scheetz. He was officially sworn in and welcomed to the Board.

4. Bid Opening and Award – Little Red Creek Repairs

Conflict of Interest Disclosure:

Before opening the bid, Board Member Mike Wilkerson publicly disclosed that he is the father-in-law of the owner of Oakridge Excavation, the contractor submitting the bid. Pursuant to the Utah Public Officers' and Employees' Ethics Act and the District's Conflict of Interest Policy, Mr. Wilkerson formally declared a conflict of interest, recused himself from the discussion, and abstained from any participation in the bid review or award decision. This disclosure and recusal are entered into the official minutes of the District.

Chairperson Savage opened the single sealed bid received, which was submitted by Oakridge Excavation. The bid was reviewed by the remaining eligible Board Members.

A motion to accept the bid from Oakridge Excavation was made by Steve Hille and seconded by Bart Morrill. The motion passed with all eligible Board Members voting in favor. Mike Wilkerson abstained.

5. Chlorination Project – Upper Mill Hollow Spring

No representative from Jones & DeMille Engineering was present. Clerk Wilkerson reported that a cost estimate for the chlorination system is still in progress and will be provided at the next meeting.

6. New Water Connections – Roegun Wilde (Hidden Meadows)

A motion was made by Bart Morrill to approve the installation of two water meters for Roegun Wilde in Hidden Meadows. The property had been purchased with water rights; however, the meters were never installed. Payment is now being completed, and installation will proceed. The motion was seconded by Steve Hille. All voted in favor. Motion carried.

7. Request for New Connection – Herman Mendez

A motion was made by Mike Wilkerson, to approve the installation of a meter for Herman Mendez seconded by Bart Morrill. Mike Wilkerson & Bart Morrill voted in favor; all other Board Members voted "Nay," citing the requirement for Mr. Mendez to first obtain and submit proper right-of-way documentation. Motion failed. No meter will be issued until right-of-way access is confirmed.

8. Clerk's Report – Judy Wilkerson

- The recent presentation to the UBAOG Board in Manila was successful, and the District received approval to proceed with the CIB Board application process.
 - The Clerk reported an increase in inquiries regarding new water connections.
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9. Operator's Report – Zack Taylor

- All water sample results are currently satisfactory.
 - Due to population growth, the Division of Drinking Water (DDW) now requires two monthly samples.
 - No major system issues were reported.
 - Well test results were favorable.
 - Strata Construction is installing fiber optics; UDOT is conducting road widening projects.
 - No water is available for construction use at this time.
 - New tires were purchased for the District truck.
 - Coordination will begin with the contractor for Little Red Creek repairs.
 - Zack will check with Tri-County Health regarding potential cost savings on water sampling.
 - Michael Scheetz requested the certified lab number used by the District; Clerk Wilkerson will provide it.
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10. Financial Report

A motion to approve the monthly financial reports was made by Bart Morrill and seconded by Mike Wilkerson. All voted in favor. Motion carried.

11. Meeting Schedule Update

A motion was made by Steve Hille to set the regular meeting time to 10:00 AM on the second Thursday of each month. The motion was seconded by Vicki Savage. All voted in favor. Motion carried.

12. Adjournment

There being no further business, the meeting was adjourned at 12:20 PM.

Conflict of Interest Summary for Record

In accordance with the Utah Public Officers' and Employees' Ethics Act and the Fruitland Special Service District Conflict of Interest Policy, the Board hereby affirms that:

- Mike Wilkerson disclosed his relationship as the father-in-law of the owner of Oakridge Excavation prior to the opening of the Little Red Creek Repairs bid.
- Mr. Wilkerson recused himself from all discussion, evaluation, and decision-making related to the bid.
- Mr. Wilkerson abstained from the vote to award the contract.
- All other eligible Board Members reviewed the bid and voted unanimously in favor of its acceptance.

This record is included to ensure full transparency and compliance with all applicable laws and policies.