

**Administrative Control Board Meeting
Box Elder and Perry Flood Control Special Service District
Perry City Offices 3005 South 1200 West
5:30 PM Wednesday, March 15, 2017**

Members Present: Chairman Greg Hansen, Board Member Maurice Roche, Board Member Bryce Thurgood, and Board Member Kevin Pebley (5:40 p.m.)

Absent: Board Member Boyd Hirschi

Others Present: Matt Robertson, Jones & Associates, and Susan K. Obray, Board Clerk

Welcome & Call to Order

Chairman Hansen welcomed and called to order the March 15, 2017 Box Elder and Perry Flood Control Meeting.

2. Approve December 21, 2017 Minutes

MOTION: Board Member Roche moved to approve the minutes of January 18, 2017. Chairman Hansen seconded the motion. All in favor.

3. Public Comments

There were no public comments.

4. Matt Robertson with Jones & Associates update on the Debris Basins.

Matt Robertson with Jones & Associates stated that the FEMA grant wasn't awarded to the flood control. He said that there was a benefit-cost-analysis training that was held at the state department of Emergency Management with FEMA staff, they are out of Denver and was held on March 7-8. Matt stated that he attended the training and discussed the District's application. He said that he got some one on one time with the lady from FEMA to discuss the application. Matt reported the methodology that we used was good and the flood control would be a good candidate. The lady with FEMA had some good suggestions regarding the way he came up with the benefits or the damages that would happen in a debris flow. He said one big thing she mentioned not to put in there was that it would protect future development. She said they would have an issue with that. She said take that out, and don't account for any lots that are empty. She stated try and get a recent ariel map or tax records of recent homes that are built up there. She mentioned because last year whoever reviewed their application went to an old tax record and claimed that there were only a couple of houses there. She gave some tips for other ways to calculate home damages and project benefits were also given.

Matt stated that the funding for FEMA grant has not been announced yet and no due dates have been established. He said last year the grant opened up on March 15th and applications were due to the state at the end of April. Matt explained that the State has

asked for new NOI's and to notify them by e-mail of which projects will be re-applied for but no due date has been set since the grant opened.

Matt stated that the applications are sent to the State and they do their rankings and then they are sent to FEMA. Once they are sent to FEMA it is out of their hands. Matt said that the State Hazard Mitigation Officer told him that their ranking of projects and recommendations seem to have little to no impact on which projects will be awarded by FEMA including Brigham City's who was ranked 12th in the State. He said for example, last year two of the projects that were awarded were two of the lowest ranking projects on the State's list. Matt reported that even though the State feels that the District's project is a good candidate, they couldn't give any indication on the chances that the project might be awarded.

Board Member Thurgood asked with all the flooding that has happened this year how will it affect the district getting a grant.

Matt reported that Box Elder and Cache Counties are doing an assessment and if they meet that threshold they it can be declared a disaster and that than they will be eligible for Hazard Mitigation Grant Program funding. Matt stated this would decrease the PDM funding available in the State and decrease the odds of receiving the grant.

Chairman Hansen asked Matt if they do come around and put out the notice that they are going to do the grant would it give him enough time to modify the application from last year. Matt stated that it would. Matt asked The Mitigation Officer if they will reimburse the application money again this year, and he said they would.

Matt stated that if they get the HMGP money they are only eligible for half the money. Matt explained that Bio-West stated in the fall that they would be willing to hold their price of the EA through the end of March 2017 (\$32,949.60). He had asked them to wait to complete the work since the work could be reimbursed with funding from FEMA grant if it was completed after opening date of the grant. Matt stated that since the grant opening date has not been announced yet we have asked Bio-West to hold off on the environmental work. Matt stated that they told they they hoped to cut them loose in April.

Matt gave a project status. He said they will have Bio-West begin on the environmental work once the grant period is opened up. They will apply for the FEMA PDM funding again once the applications are requested. And the plan is to construct in 2018 with either FEMA grant or Water Resources loan.

5. Report on Cleaning of the Maddox Lane Ditch

Chairman Hansen stated that Jim Keller with Kelcon Construction cleaned out the Maddox Lane ditch and the debris was being dumped on the Boyd Montgomery property. He said that Jim got it cleaned out and made a mess on the Montgomery's property and so he has got to go in and clean it up. Chairman Hansen stated that Mr. Montgomery has some road base down there and Jim needs to just go in there and spread the road base around. He said that the haul trucks caused some damage on the

edge of the paving a good 300 feet. Chairman Hansen stated that with all the rain it was super saturated and probably should have waited until there wasn't so much moisture. Board Member Roche stated that was part of the road was damaged before Jim started hauling. Chairman Hansen stated that he thought it was already damaged and Jim told him that it was also. Chairman Hansen stated that the City said the damage was done by Kelcon's trucks hauling the debris. Chairman Hansen stated he would work that out through the City and Greg Westfall. Board Member Roche confirmed again that it was already damaged before Jim Keller started taking his trucks down there. Board Member Roche stated it was his understanding that all the debris was to be removed and it wasn't. He said that it was dumped over the fence on the property that Les Bracken farms. Chairman Hansen stated that he would talk with Jim regarding this.

6. Discussion about Detention Pond maintenance and request for bids for this years clear and grubbing.

Chairman Hansen stated that it is time to clean out the basins again. He said the number one on the list is the Perry Canyon Basin. He said the State sent the City a letter and said it was time to clean it up again. Chairman Hansen stated it has been two years since that has been cleaned. Mathias & Evans Canyons needs to have the debris cleaned out again. Cherry Ridge Ditch he said the City was going to go down there and clean it out but he told them that the Flood Control would do it. He said it has been a couple of years since that one has been cleaned out. Chairman Hansen stated he would put a bid schedule together and put together a simple formal bid and get it out to three bidders again. Board Member Pebley asked if they were going to be done separate or together. Chairman Hansen stated that they would get a better price doing it together. Chairman Hansen stated that he would talk with Greg Braegger about mowing and spraying the weeds at the Perry Canyon Basin. Board Member Roche asked if there had been any news on the Mitchell property down in Cherry Ridge Subdivision. Chairman Hansen stated that the County Attorney sent him a letter saying it is not a County issue it is a City issue, but nothing further.

MOTION: Board Member Roche moved to authorize Chairman Hansen to prepare a bid schedule and bid packet and send it out to three bidders for the cleaning of the basins. Board Member Thurgood seconded the motion. All in favor.

7. Payment Approval

Chairman Hansen stated that there were 4 invoices in the packet that were up for approval. He also stated that Kelcon handed in their invoice for the Maddox Cleaning. Chairman Hansen felt that the board should hold a 10% retainage until the Boyd Montgomery property is cleaned up. He said the invoice was for \$6,200 and they would hold \$620.00 until the Boyd Montgomery property was cleaned up by Kelcon. The board members agreed. Chairman Hansen read the invoices for payment and they are as follows: Susan O Bray \$75.00 for secretarial work, Box Elder News & Journal \$65.05 for budget advertising, Christensen, Palmer & Ambrose \$250.00 for the final budget items, and Jones & Associates \$46.00 for Evans & Mathias grant application.

MOTION: Board Member Thurgood moved to approve the invoices for Susan O Bray \$75.00, Box Elder News & Journal \$65.05, Christensen, Palmer & Ambrose \$250.00,

Jones & Associates \$46.00 and Kelcon Construction \$5,580 (withholding the 10% retainage). Board Member Pebley seconded the motion. Roll call vote.

Board Member Pebley	Yes	Board Member Thurgood	Yes
Board Member Roche	Yes	Chairman Hansen	Yes

Motion Approved: 4 Yes 0 No

8. Discussion regarding the Utah Open Meetings Act

Susan O Bray stated that she handed out some information in the packets regarding the Utah Open Meetings Act by David Church. She asked if they had any questions regarding the information. There were no questions asked by the Board Members.

9. Agenda Items for Next Month

(1) Award bids for cleaning have the bids handed in by April 18th.

10. Adjournment

MOTION: Board Member Roche moved to adjourn. Board Member Pebley seconded the motion. All in favor.