

## Stansbury Service Agency Board of Directors Business Meeting Minutes

**Date:** Wednesday, May 24, 2023

**Location:** 1 Country Club Drive, STE 1, Stansbury Park, UT 84074

**Time:** 7:00 PM

### Order of Business

1. Call to Order by Cassandra Arnell @ 7:04 pm

2. Roll Call

Board Members:

John Wright- Present  
Ammon Jacobsmeyer- Present  
Maria Sweeten - Present  
James Hanzelka - Present  
Cassandra Arnell - Present  
Randall Hinton - Present

Staff Members:

Ingrid Swenson – Present  
Darin Jacobs – Present

3. Pledge of Allegiance, led by Darin Jacobs
4. Sheriff Report – presented by Sergeant Yales
  - There were 217 incidents during the month of April 2023
5. Fire Chief Report: none given
6. Open Forum for the Public:
  - Robert Mitchell, same issue as last month - weed control on the greenbelt and mowing quality.

**Motion** to close Public Comment made by James Hanzelka, Ammon Jacobsmeyer seconded the motion. Vote as follows:

Ammon Jacobsmeyer, “Aye”; Maria Sweeten, “Aye”; John Wright, “Aye”; Cassandra Arnell, “Aye”; James Hanzelka, “Aye”; Randall Hinton, “Aye.” The motion passed.

### Staff Updates and Reports

1. Budget Report and Updates – James Hanzelka presented:



- a financial report with the cost of personnel on a monthly basis and Golf Course Revenue
- Staff updates – the Park Irrigation Supervisor resigned and has been replaced by golf personnel. We are currently interviewing for a replacement for the golf course crew.
- A positive note was received about the mowing crew on the Greenbelt.
- Issue with the pool, pipes are cracked. Waiting on Aquatech on when the repair will be done.
- Golf Course stays on winter rate. The rate will return to the summer rate once the sod is replaced.
- Diving board – we tried to have it fixed instead of spending \$25K. But we cannot replace the hardware. Now we need to purchase an entire board and base. More will be discussed during the planning meeting
- A request was made that we get porta potties for the residents using the lake instead of them using the golf course bathrooms. The quote we received was \$500/month for three porta-potties.
- Update on grants – presentation of approved grants and pending grants.

#### **Action Items**

1. 2023.05.01 A

- a. Board review and possible approval of April 26, 2023, Business meeting minutes

**Motion M 2023.05.01 A** to table the approval of the meeting minutes made by Ammon Jacobsmeyer, John Wright seconded the motion.

Vote as follows:

Ammon Jacobsmeyer, “Aye”; Maria Sweeten, “Aye”; John Wright, “Aye”; James Hanzelka, “Aye”; Cassandra Arnell, “Aye”; Randall Hinton, “Aye.” The motion passed.

2. 2023.05.02 A

- a. Board review and possible approval of May 10, 2023, Work meeting minutes

3. 2023.05.03 A

- a. Board review and possible approval of May 18, 2023, Special meeting minutes

4. 2023.05.04 A

- a. Board Discussion to proceed with completion of Clubhouse Remodel. James Hanzelka presented the Clubhouse remodel, what has been done, and what still needs to be done.
- b. Public Comment on Completion of Clubhouse Remodel – no comment

**Motion** to close Public Comment made by James Hanzelka, Maria Sweeten seconded the motion.

Vote as follows:

Ammon Jacobsmeyer, “Aye”; Maria Sweeten, “Aye”; John Wright, “Aye”; Cassandra Arnell, “Aye”; James Hanzelka, “Aye”; Randall Hinton, “Aye.” The motion passed.

- c. Possible Board Approval on Completion of Clubhouse Remodel

**Motion M 2023.05.04 A** to approve the Completion of the Clubhouse Remodel to include the sound system, washing the window once, to include the gas fireplace, the painting of the deck, and the safe repair of the railing above the utility room made by John Wright, Randall Hinton seconded the motion.

Vote as follows:

Ammon Jacobsmeyer, “Aye”; Maria Sweeten, “Aye”; John Wright, “Aye”; James Hanzelka, “Aye”; Cassandra Arnell, “Aye”; Randall Hinton, “Aye.” The motion passed.

Cassandra Arnell is asking to have something placed over the hole waiting for the fireplace insert.

5. 2023.05.05 A

- a. Board Discussion to prepare Porter Way Park Baseball/Softball Area presented by John Wright to strip the area. John expects that the area will be stripped and smooth between Thursday and Tuesday. He does not think that it will be quite ready for next Wednesday.

- b. Public Comment on Preparing Porter Way Park Baseball/Softball Area – No comment

**Motion** to close Public Comment made by Ammon Jacobsmeyer, James Hanzelka seconded the motion.

Vote as follows:

Ammon Jacobsmeyer, “Aye”; Maria Sweeten, “Aye”; John Wright, “Aye”; Cassandra Arnell, “Aye”; James Hanzelka, “Aye”; Randall Hinton, “Aye.” The motion passed.

- c. Possible Board Approval on Preparing Porter Way Park Baseball/Softball Area

**Motion M 2023.05.05 A** to approve the preparation of the Porter Way Park Baseball/Softball Area infield made by James Hanzelka, Ammon Jacobsmeyer seconded the motion.

Vote as follows:

Ammon Jacobsmeyer, “Aye”; Maria Sweeten, “Aye”; John Wright, “Aye”; James Hanzelka, “Aye”; Cassandra Arnell, “Aye”; Randall Hinton, “Aye.” The motion passed.

6. 2023.05.06 A

- a. Board Discussion to automate holes 10, 11, 17, and 18 in-house. Presented by James Hanzelka

- b. Public Comment to automate holes 10, 11, 17, and 18 in-house – no comment

**Motion** to close Public Comment made by Ammon Jacobsmeyer, James Hanzelka seconded the motion.

Vote as follows:

Ammon Jacobsmeyer, “Aye”; Maria Sweeten, “Aye”; John Wright, “Aye”; Cassandra Arnell, “Aye”; James Hanzelka, “Aye”; Randall Hinton, “Aye.” The motion passed.

- c. Possible Board Approval to automate holes 10, 11, 17, and 18 in-house.

**Motion M 2023.05.06** to approve the automation of holes 10,11,17, and 18 in-house was made by Ammon Jacobsmeyer; Randall Hinton seconded the motion.

Vote as follows:

Ammon Jacobsmeyer, “Aye”; Maria Sweeten, “Aye”; John Wright, “Aye”; James Hanzelka, “Aye”; Cassandra Arnell, “Aye”; Randall Hinton, “Aye.” The motion passed.

7. 2023.05.07 A

- a. Board Discussion to Budget for Stansbury Days presented by James Hanzelka.
- b. Public Comment to Budget for Stansbury Days – no resident present
- c. Possible Board Approval to Budget for Stansbury Days.

**Motion M 2023.05.07** to approve the Proposed Budget of \$30,500 for Stansbury Days with the supervision of James Hanzelka and Ingrid Swenson made by Randall Hinton, John Wright seconded the motion.

Vote as follows:

Maria Sweeten, “No”; John Wright, “Aye”; James Hanzelka, “Aye”; Cassandra Arnell, “No”; Randall Hinton, “Aye.” The motion passed.

Ammon Jacobsmeyer left the meeting at 8:30 pm

8. 2023.05.08 A

- a. Board Discussion to approve the agreement with SPID. Presented by John Wright. It is to enable SPID to bring the water and sewer to the Junior High. It is time sensitive.
- b. Public Comment on Agreement with SPID – no resident present
- c. Possible Board Approval on Agreement with SPID

**Motion M 2023.05.08** to table the agreement with SPID made by James Hanzelka, Maria Sweeten seconded the motion.

Vote as follows:

Maria Sweeten, “Aye”; John Wright, “Aye”; James Hanzelka, “Aye”; Cassandra Arnell, “Aye”; Randall Hinton, “Aye.” The motion passed.

Cassandra Arnell requested that we table the motion until the board has the ability to see the agreement.

9. 2023.05.09 A

- a. Board Discussion about canceling the order for the bathrooms for Oscarson Park and the Picketball Court.
- b. Public Comment on canceling the order for the bathrooms for Oscarson Park and the Picketball Court. – no resident present
- c. Possible Board Approval to cancel the order for the bathrooms for Oscarson Park and the Picketball Court.

**Motion M 2023.05.09** to approve the cancellation of the order for the bathrooms for Oscarson Park made by James Hanzelka; Maria Sweeten seconded the motion.

Vote as follows:

Maria Sweeten, “Aye”; John Wright, “Aye”; James Hanzelka, “Aye”; Cassandra Arnell, “Aye”; Randall Hinton, “Aye.” The motion passed.

### **Board Member Reports and Discussion Items**

#### 1. Board Member Reports and Concerns

- John Wright – made a statement about the water supporting the lake and ponds after spending considerable time with the staff and SPID. SPID gave information to the SSA about the failing system. Unfortunately, that information was never given to the board. And no money was set into the budget to fix the issues. He would like the board to come together, be better than previous boards, and find a better GM.
- Randall Hinton – no comment
- Cassandra Arnell – no comment
- Maria Sweeten – no comment
- Ammon Jacobsmeyer – not present
- James Hanzelka – informed the board that management has interviewed an administrative assistant today and interviewing a couple more tomorrow. James has been fulfilling the interim GM

### **Adjourn**

**Motion** to adjourn the open meeting and go to a closed session to discuss personnel matters and policy, inviting Ingrid Swenson to the session made by James Hanzelka. Seconded by Randall Hinton.

Vote as follows:

Ammon Jacobsmeyer, “Aye”; Maria Sweeten, “Aye”; John Wright, “Aye”; James Hanzelka, “Aye”; Cassandra Arnell, “Aye”; Randall Hinton, “Aye.” The motion passed.

**Closed Session** to discuss personnel matters and policy.

**Motion** to close the meeting, reopen the open meeting, and adjourn was made by Maria Sweeten. Seconded by James Hanzelka.

Vote as follows:

Maria Sweeten, “Aye”; John Wright, “Aye”; James Hanzelka, “Aye”; Cassandra Arnell, “Aye”. The motion passed.

*The content of the minutes is not intended, nor are they submitted, as a verbatim transcription of the meeting. These minutes are a brief overview of what occurred at the meeting.*

*Approved this 26 day of July 2023*

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*James Hanzelka, Vice Board Chair*