

Gunlock Special Service District

November 1, 2023

Board members present: Directors: Kip Bowler, Justin Leavitt, Diann Covington, Odean Bowler present. Dusty Leavitt excused. Ethel Benware, CCA, and Roxanne Aplanalp, Clerk present. Judy Leavitt, Certified Operator, excused. Chairman called the meeting to order at 7:00 PM; quorum established. Pledge of Allegiance recited.

Approve September Minutes:

Motion by Director O. Bowler seconded by Director J. Leavitt to approve the September minutes. Unanimous approval with Directors Covington, O. Bowler, J Leavitt voting aye.

Approve September Expenditures: Clerk advised she and accountant were working with the County Treasurer to clear up the two liens listed on the balance sheet. Clerk feels they were paid but got lost in the transfer information when accounting firms were changed in 2018, Also working with accountant about a report the State says has not been submitted and funds will be withheld.

Motion by Director Covington seconded by Director J Leavitt to approve the finances. Unanimous approval with Directors Covington, J Leavitt, O. Bowler voting aye.

Director Reports:

Water System: Report that Ence yoke was broken causing the meter to be filled with water. Director D Leavitt replaced the yoke with charge billed to the GSSD.

Street Lights/Park: Director O Bowler reported on turn out for the October Saturday cleanup. Lots of good work was done in the hour. Discussion about working at the Town Hall for the November Saturday work day. Mike Bracken said we could wait until leaves off at Park but there is work to be done on Town Hall. Question about dumpster being full but it will be emptied on Thursday. Ethel Benware asked about restroom door being locked. Director Covington explained lock will catch if not turned all the way. Ethel said water was running at the sink. Director Covington said she tries to keep it cleaned and door unlocked. Discussion by Mike Bracken about where people go if door locked. Marcie Bringhurst asked about cost to put in automatic light. Chairman said to keep eye on it and if problem could look into changing light switch. Curt Benware asked how others will know about the work day. Chairman recommended people at meeting talk to their families and neighbor about November work day from 8-9am. Clerk said if make it a habit for first Saturday of month, more people may turn up. Mike Bracken said he got after a couple who were not there. They replied did not know about it and he told them they did not read bill insert because it was in there.

Meters: Clerk said a few had to be found as covered after the rains. Users need to keep meters cleared. One meter covered with sunflowers and if they had an emergency would have lots of water flowing before meter could be shut off. Discussion on meter boxes needing

replaced at Helen Leavitt and Bowler feedlot. CCA said she could not find the check valve on Helen's. Chairman said couple boxes in storage. Justin will see about replacing Helen's box.

Clerk Report: Clerk provided list of actions since last meeting. Clerk read report from UASD stating 2023 winter water was 138% above average precipitation with water storage at 81% full compared to 51% previous year. Clerk said was obvious when looking at Gunlock Reservoir which is almost full. Clerk reminded County voting for US House District 2. Reminder that GSSD election cancelled since two openings with two candidates. Clerk reviewed letter from State Auditor regarding 5 items many entities were not in compliance on. She reviewed each item and stated GSSD in compliance except for recording of meetings being placed on the Utah Public Website. Discussion about process and cost to have recording system that can be uploaded to public website.

Certified Operator [CO] Report: Certified Operator absent due to illness of husband.

- Clerk reported September and October samples passed.

- Chairman said he got email that DBP report was not submitted on time—10-10-23. He contacted CO who said she was working on it. Clerk said was not showing as late on ISP.

- Clerk reported nitrate taken and in acceptable range.

- Backup pump had not been purchased. Director J Leavitt will follow up.

- Director J Leavitt said the springs were pretty good.

- Chairman said he saw the flushing of fire hydrants a couple weeks ago.

- Clerk said she sent text to Judy asking about amount of water taken from fire hydrant but no response. Chairman clarified it was Gold Wheel using the water.

Cross Connection Administrator Report: Ethel discussed the need to update and approve the Authority Statement on Cross Connection. She handed out an update which she prepared with guidance from the State. This is the authority that gives the GSSD and CCA to check users residents for compliance. Discussion and approval of this statement will be on the December agenda. CCA discussed doing the needed inventory at the rodeo since it is the place where the most users could be impacted if problem with water. Access to concession stand is required. Mike Bracken will get concession key for Chairman. CCA clarified person to be with her is someone from Rodeo Assoc.. She will coordinate with Mike Bracken for this review.

Old Business:

Status of Rewiring at Headouse: Director J. Leavitt said electrical on head house is done except for meter box connection that has to be installed by Rocky Mountain Power. He felt work would be done and invoice submitted before the end of year.

Discuss Lead and Copper Service Line Inventory: Clerk advised she applied for assistance. Sunrise Engr does the work and is paid by State directly. She is working with Sunrise Engr and

they are preparing the inventory. Still needs response from some of the 30 homes, whose building date, fall into investigation of type of water pipes. She feels GSSD will meet the October 2024 date.

Discuss Meter Reading: Clerk reviewed the information provided in the September bill insert. The majority of users are under the 15,000 gallon a month range. There are 13 users that have been over the 180,000 gallon annual target for all 3 years the meters have been read. All but 3 have reduced their use year over year. 35 customers use less than the 15K gal/monthly. It takes 2-3 hours to read the meters by 3 people. And then a few more hours to post the readings in computer and do the math on usage. Three users have contacted the Clerk after bill insert received asking users to call her about usage.

Status of Employee Annual Review: Chairman reported it has been prepared. He will review it with Certified Operator prior to the December meeting.

Discuss/Approve Cross Connection Meter Upgrade Plan: Clerk advised 5 meter setters in 2024 budget.

Status of Park Pavillon Grant: Chairman said grant for \$136K submitted couple weeks ago. County has asked if it can be split. So looks like we will get funding for the pad, underground utilities, and cinder block building in 2024 and the pavilion and roof in 2025. Work will begin once the grant approval received.

New Business:

Review Town Cleanup: Discussed previously in the Park report.

Discuss/Approve Water Conservation Pricing: Clerk said the Board was given detailed information on this plan while the users were given an abbreviated overview in the bill insert. Clerk reviewed the legislative action requiring this pricing. She discussed the water conservation plan that is required. The GSSD had to have a plan to get the loan/grants in 2007. But it has not been reviewed to be sure all the items required are in the old plan. But Clerk knows Water Conservation Pricing is not in the plan. Since this impacts the 2024 budget, Clerk feels this portion needs to be adopted now. This may impact the 13 users who have been over the 180,000 gallon target for the past 3 years. While some have reduced their usage, they are still exceeding the base amount. The pricing structure will not be a real deterrent but Clerk feels the concept needs to be in place and then if need stiffer price it can be applied later on.

Mike Bracken asked we pay \$60 a month then pay extra for usage overage? Directors O Bowler and Covington responded affirmative. Curt Benware said this rate structure would not force him to reduce usage. Clerk said she knew that. Curt Benware wanted to know what is consequences for using over water allotment. Chairman said there is no penalty. But one wants to be using what you own. Director J Leavitt said it is archaic because you want to use what own under Utah's "use or lose" concept. Director Covington asked if turns out high usage due to leak does the user still pays it. Chairman said yes because it is user responsibility to be aware of use and leaks. Clerk said instance of leaks/billings can be discussed with the Board as it has the option to make exceptions. Ethel Benware said using the low rates gets us close to rules.

Director J Leavitt said he was in favor of continuing doing what doing until State brings it to our attention. Clerk discussed picking and choosing which rules to knowingly not follow. She reminded group that in 2008 failure to follow rules resulted in potential EPA fine of \$10000 a day and she had to report everything to both the State and the EPA for a year. Lot of work. Clerk would like Board to follow legislative rule and put in pricing that shows GSSD trying to adhere to rules.

Mike Bracken said yoke is definitely GSSD problem as yoke issue do not always fill water box. Mike says he checked his usage often to see if has leaks. Mike asked where he fits in the readings. Clerk advised Mike he is not one of the 13. She said he used 80,000 gallons. He says he tracks his own use. Director J Leavitt said if we need a tiered rate than should we give those using less than 15K a break in the rate. Clerk said no because if you look at past years the \$55 rate just barely covers the \$68K budget the GSSD needs. Director Covington asked if she was on list. Clerk said no not this time but you are at 170,000 gallons so do not change what doing.

Chairman asked each Director for input. Director O., Bowler said he is torn. Amount is so small it is barley a slap on the wrist. So one could use more water because the penalty is so small. But if need something for State to be happy then would like to do something to keep us under the radar. Director Covington said we need to start somewhere and this small. amount seems way to go She said thought it was good way to go. Director O. Bowler said he would vote for it. Director J. Leavitt comments were: he would not want to punish users for using what they own. If we use what we own who cares who was using it. If we are using over what owned then let rate kick in. He said he was uncomfortable with it as we own the water right and we need to use it all. Clerk said we need the Water Use Data report to know what is turned into the State. Chairman commented we live in a great spot and we have been able to do what we wanted to do for all these years. Chairman said he was split. He said need to have something in minutes that shows we discussed this. That we monitor it and understand it. He said he does not want to start tier rate if it will cost us more to do. But we need to show we are being good stewards Curt Benware said State requires us to have tiered rate so don't we need to do it? Chairman said we have a rate we decide to use and it is a flat rate. Chairman said the State is going to meter every drop of water so they know where it is. We do not want to ever be using less than our amount entitled to. Clerk said our measurement is questionable. Chairman said the overflow to the pond has been a problem as long as he has been on Board. We are not able to capture the true amount of what we use. Chairman said the State is going to measure irrigation.

Mike Bracken asked if you don't approve this pricing then how do you hold those abusing it accountable? Abusers should pay for it. Mike said if I am the abuser then I need to do something different. I hate big brother looking down my collar but still have to follow rules. Chairman said compared to 30 years ago we have more to do and it is just going to get worse. Clerk pointed out the improvement to the system was \$800,00 and part of the contract GSSD signed with State was that new meters would be put in and bill according to use. She explained the report due each March showing how the GSSD was adhering to the loan requirements. She said she writes flowery words about reading meters to have a history to set a tired rate billing. After 3 years of history how much longer can we ignore the tired rate requirement? Clerk sees this simple process of reading twice yearly and billing once is a step to meeting that requirement. And an attempt on our part to recognize those who are not conserving water. Ethel Benware said if you get the grant you have to adhere. Consistency and reputation on how

you follow the rules weighs heavy. We have the reputation of a small water company that follows the rules. Chairman said we have a reputation of being fiscal responsible. Clerk said if this gets approved she only put \$500 in the 2024 budget.

Motion by Director Covington seconded by Director O. Bowler to approve the Water Conservation Pricing Structure. Directors Covington and O. Bowler voting aye. Director J Leavitt and Chairman K Bowler voted nay.

Chairman said item will be deferred to the December meeting for discussion with a full Board but keep the \$500 in 2024 budget in place. "I want to have Director D Leavitt input."

Presentation/Approval of 2024 Tentative Budget: Clerk reviewed the budget in detail. Expense of Certified Operator certificate renewal fee and the \$315 charge for yoke for Ence meter will be added to the 2023 end of year projected numbers. Interest from bank has increased. compared to previous years. The Water Conservation Pricing Structure will be left in the tentative budget. Expenses are basically what used in past with an increase of \$20 or so to each line. Accountant has not changed his rate since he started doing this in 2018 and he is raising fee by \$50/month. Park & Streetlights do not pay for themselves so Water revenue helps offset this services. The 5 settlers have been included. We have no big water testing next year—just monthly and nitrate. Clerk said put in \$100 to get key for bank lock box to see what is in it. Chairman said need \$350 to drill lock open. Electrical for Park will be different as there will be only 1 meter instead of the 3. Put in \$10000 for pre emergent and gravel for Park project. Next year the 2005 loan of \$5000 will be paid off and there will be a balance of \$80K on the 2007 loan so it is paid off in 2028. The loan principal of \$22K has to be paid in addition to the interest which is shown in the budget. The depreciation covers the loan payment. Problem is if we had an emergency we have not been putting money away for that. Clerk asked If there were anything else that should be in budget.

Motion by Director O. Bowler seconded by Director J Leavitt, to approve the 2024 tentative budget. Unanimous approval with Directors Covington, J. Leavitt, O. Bowler, voting aye.

Set Date/Time for December Public Hearing on 2024 Budget: Public hearing will be part of the December 1 Board meeting starting at 7 pm. Clerk advised a copy of the tentative budget and the public hearing date & time will be in the November bill insert. Chairman said he took his training and it discussed a special meeting for budgeting. He asked if wanted a special meeting to discuss the Water Conservation Pricing before the December meeting. Director O Bowler said he was okay with discussing it in December meeting. Other Directors replied okay.

Board Comments: Reminder to Directors to review package CCA handed out to update the Ordinance Authority Statement which will be discussed/approved at the December meeting.

Public Comments: None Chairman said he appreciated everyone coming as it helps to get input.

Community Issues: Date of annual Christmas party not known but maybe Friday, December 22. Judy usually coordinates that so need her input. Ward Christmas party will be held at Tuachan on Wednesday Dec 6 and will include a light meal and attendance at the Nativity presentation. Mike Bracken asked why Ward party at Tuachan instead of locally which he prefers. Gail Humphries said good question. Ethel Benware said it started with Covid. When held here everyone had to provide food and setup. Chairman said if we go to Tuachan they have the nativity and do all the work plus the meal and only costs \$500. When done, you just turn off light and someone else does the cleanup. If need to provide rides they can do that. Gail said she and Mike do not agree on much but they do on this.

Adjourn: Meeting adjourned at 8:32 PM

**Motion by Director O. Bowler seconded by Director J Leavitt, to adjourn.
Unanimous approval with Directors Covington, J. Leavitt, O. Bowler, voting aye.**

Approved: 12-1-2023

Roxanne Aplanalp, GSSD Clerk

Public Present: Curt Benware, Mike Bracken, Gary and Marcie Bringhurst, Gail Humphries.