

Gunlock Special Service District

December 1, 2023

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

Approve November Minutes: Clerk said correction to date shown should be November 1, 2023.

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

Approve November Expenditures: Director O. Bowler asked if anything out of normal. Clerk advised loan will be paid from Bond fund plus couple thousand from checking in December.

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

Director Reports:

Water System: Director D Leavitt said he would be changing setter on Cody Orton meter tomorrow. He has one spare box that will be used on Helen Leavitt meter. Chairman K Bowler reported he had old box that can be used to replace box at Bowler Feedlot.

Street Lights/Park: Director O Bowler reported the next Saturday cleanup would be tomorrow for one hour at Park. Bring blowers, rakes to clean up leaves.

Meters: Director J Leavitt had nothing to report.

Clerk Report: Clerk reported she attended 3 day conference in Layton for the UASD. There are 17 templates that are available to use for administrative processes. The UASD has updated all to conform to legislature changes. She is in prices of reviewing the GSSD to see which need to be updated. She will report on this at February meeting. She completed the 2024 required Board Member Training. Reminded others will need to do in 2024. Clerk asked who had restroom key as she still has 2. None remembered if had. Clerk will leave one of the keys in office so available if need.

Certified Operator [CO] Report:

-Reported November samples passed. December yet to be taken.

-All DBP & other reports due turned in.

-Backup pump had not been purchased. Problem getting Scholzen to order. Discussion about using different supplier.

- Reported well and springs good. Well has been turned off.
- Turned in report on fire hydrant flushing.
- Has not taken any action on Gold Wheel use of water from hydrant. Chairman will contact Guy for amount used and reminder must discuss with Judy before taking any water.
- Can email the work log.

Cross Connection Administrator Report: Ethel discussed hazard assessment yearly. She met Mike Bracken on the 11th and did the review of the Rodeo facilities. Tanks have required floats tho one is broken and needs to be replaced before using tank. All other water connections passed. Chairman said would be fixed before next rodeo use.

Old Business:

Status of Rewiring at Headouse: Director J. Leavitt said need electrical inspection. Passed that off to Roxanne to pursue. Roxanne reported that she went to the County and the application for inspection has been started. Should be inspected next week. There will be a \$100 fee that she will pay and then be reimbursed. Then Rocky Mt will switch over to new panel. Clerk asked if Clark Barlow could submit invoice for work done to date so that can be paid in 2023. Director J Leavitt contacted Clark during meeting and he will get invoice in next Monday.

Status of Employee Annual Review: Chairman reported it has started and will be completed by year end.

Status of Park Pavillon Grant: Chairman said County will approve grants after first of year but looks like GSSD will get money for Phase 1 of Pavilion.

New Business:

Discuss/Approve Cross Connection Ordinance Resolution #3-2023: Clerk advised needs approval by resolution.

Motion by Director O. Bowler seconded by Director J Leavitt to approve Resolution #3-2023 updating Cross Connection Ordinance. Unanimous approval with Directors Covington, J Leavitt, O. Bowler, D Leavitt voting aye.

Discuss Water Use Data Report: CO Judy explained the process and where the numbers come from. Before we read individual meters the numbers came from meter at head house. Explained industrial and institutional use. Institutional is park, church, cemetery, fire house, town hall, and rodeo arena. Industrial is not commercial so that is where livestock and vacant lots go. Number of connections shown. CO does a monthly log of readings so we use more in summer than winter. Report on amount from spring and well shown. Brandon Miller been wonderful to help prepare report. Clerk asked why 73 meters being read but only 69 active connections shown on report. CO said she gets number from "you guys". Clerk said Justin was concerned about "use or lose" and yet report shows we use all we are allowed and yet 20 connections to be installed. So there needs to be water for future use. Justin said that is a

double edge sword. Need to conserve but still need to use. Chairman asked what numbers need to be changed to get from 69 to 73. Clerk said she keeps tract based on water right use of domestic and livestock. So her domestic includes the church, rodeo, etc. Livestock is 11. Scott Holt asked if cemetery and fire house are non billable meters. Clerk replied correct —we do not bill the cemetery or fire house. Also do not bill the Park as the GSSD would be billing itself. Clerk said there is another meter not billed for the flushing of system. Clerk asked what is definition of “active connections” as she could not find definition on the website. The Clerk and CO will get together and determine the category for all connections in use.

Discuss/Approve Water Conservation Pricing: The Chairman asked each Director for their views on charging for over use. Director O. Bowler said last meeting he was of two different minds. If State is requiring to do it that is one reason to do. But he took a look at mandates and is not sure we have to do it. So he would be against it at this juncture. He said he did not think we have to do it by statute. Chairman said we read meters to establish rate and that is how we did it. Director J Leavitt said we want to be responsible users so we keep this plan on back burner and talk about it every year as we have been. But until we use more that we own and someone after us there is not pressing need to adopt at this time. Continue as we have been as he is not in favor of charging until we are using more than allowed and are required to do something about it. Director Covington said if some are using more that others that is not fair if they did not pay more. Director J Leavitt said billing for overuse should happen when the GSSD is using more water than allowed. Until then who cares who uses it. So as long as we using what we own who cares. Director D Leavitt said it opens a whole new can of worms and would probably need to read meters every month and that would be a huge expense so “I am against it”. Clerk asked then why read meters if no one cares who uses it. Chairman said it has found leaks and use has come down. Clerk reminded Board that Odean and Kip were on Board that signed contract that reads when new meters installed they would be read for billing purposes. She said the GSSD does fall into a loophole area as the legislature funded Division of Drinking Water to monitor all water companies over 500 connections for meter reading. They did not fund those under 500 who are required to have the Water Conservation Pricing to get State funds. Chairman said our pricing plan is flat rate. Ethel Benware commented that if there is no pricing plan it is going to discourage us that are trying to conserve water to give a crap as there are others who do not try at all. When you see culinary water running it is discouraging. Chairman said reading meters has reduced consumption so we will just keep encouraging.

Motion by Director O. Bowler seconded by Director D. Leavitt to not adopt the Water Conservation Pricing Structure at this time. Directors O. Bowler, J Leavitt, and D Leavitt voting aye and Director Covington voted nay.

Clerk stated there was a question after last meeting about when the Chairman votes. She said if the Chair makes up the quorum when only 3 members present, he votes. If there is a tie—he votes. On a small board like ours, if the matter being discussed is of sensitive matter, Chair may vote.

Public Hearing on 2024 Tentative Budget: The Public hearing was opened at 7:38pm. Clerk asked all to sign in on clipboard. Clerk commented on items that were changed in the projected 2023 budget based on October actuals. The GSSD will come in under the approved 2023 budget so no need for budget reopener. Discussion about the backup pump to include in 2024. Clerk said amending the 2024 budget, adding in the chlorinator backup pump and removing

Water Consecration Pricing fee would be revenue of \$69070 and expense of \$62631. Clerk reviewed the fees for 2024. Chairman asked for comments from public. There were none. Public hearing closed at 7:50 pm.

-Discuss/Approve 2-24 Budget/Fees: Meeting resumed with Chairman asking for motion on 2024 budget.

Motion by Director O. Bowler seconded by Director D Leavitt, to approve Resolution #4-2023 with the amended 2024 budget and fees. Unanimous approval with Directors Covington, J. Leavitt, O. Bowler, D Leavitt voting aye.

Determine Board Officers/Assignments/Dates for 2024 Meetings: Board configuration will remain as is.

Motion by Director D Leavitt seconded by Director J Leavitt, to keep as is. Unanimous approval with Directors Covington, J. Leavitt, O. Bowler, D Leavitt voting aye.

Meetings will be held in February, April, June, September, November, and December on the first Wednesday of month starting at 7pm at the Town Hall.

Board Comments: None

Public Comments: Ethel Benware asked if meetings could begin at 6pm. Directors who work have trouble meeting 6pm. Will remain at 7pm. Chairman said the Board appreciates everyone coming to the meetings.

Community Issues: Date of annual Christmas Program is Friday, December 22 at 6pm.

Adjourn: Meeting adjourned at 7:55 PM

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

Approved: 2-7-2024

Roxanne Aplanalp, GSSD Clerk

Public Present: Steve Holt, Curt Benware, Gary and Marcie Bringham, Shaunelle Leavitt, Layne Bangerter, Brooks Bowers, Zach Brookshire, Scott Holt, Linzie Holt