

Paunsaugunt Cliffs Special Service District Quarterly Meeting
Town of Hatch Community Center
June 10, 2024

BOARD CHAIRMAN: Todd Eggleston

BOARD MEMBERS PRESENT: Dennis Davenport
Patty Christensen

BOARD MEMBERS ABSENT: None

STAFF: Kerri Justus, Clerk & Dan Thornton, Water Operator.

STAFF ABSENT: None.

PUBLIC PRESENT: Tyler Mendenhall.

A. Meeting Called to Order

The meeting was called to order at 6:45 p.m.

B. Approval of Previous Minutes

1. March 11, 2024

The minutes were previously reviewed by all board members. Dennis Davenport MOVED to accept the March 11, 2024, minutes; Patty Christensen SECONDED the motion. The motion passed unanimously.

C. Review Checkbook Register & Budget

The board members previously reviewed the checkbook register & budget. Patty Christensen MOVED to approve the checkbook register and budget; Dennis Davenport SECONDED the motion. The motion passed unanimously.

D. Public Hearing

None.

E. Report of Officers.

1. Water Operator - Dan Thornton

a. Meter Reading Report

All meters were read. The gallons of water billed is listed below.

March 2024 - 90,000 gallons

April 2024 - 105,000 gallons

May 2024 - 465,000 gallons

b. Well Production

March 2024 - 658,190 gallons (water leak in Air-Vac vault, lost approx. 568,000 gallons)

April 2024 - 202,200 gallons

May 2024 - 457,500 gallons

c. Water Sample Tests

Bacteria water sample tests have all come back negative, with no issues.

There were 4 new meters installed and connected to the water system since the March meeting. Kerri Justus has these meters set up for monthly billing of water use.

Lot 95 used a huge amount of water in May. There is either a water leak or possibly the drip system was left on by the homeowners. Dan Thornton has tried to stop by the house and call the homeowner to notify them but has not been able to get in touch with them as of this meeting.

Paunsaugunt Cliffs Special Service District received a letter of acceptance for our Drinking Water Source Protection Plan from the Division of Drinking Water that was submitted December 2022.

F. Petitions, Remonstrations, and Communications.

1. Consumer Confidence Report 2023 (Cross Connection/Education) – adoption

The Consumer Confidence Report has been completed and submitted to the State by Dan Thornton. Patty Christensen MOVED to adopt the Consumer Confidence Report 2023; Dennis Davenport SECONDED the motion. The motion passed unanimously. Kerri Justus will notify all lot owners that the Consumer Confidence Report is available for their review upon request.

2. Water Bills - Delinquents

There are no delinquent water accounts as of this meeting.

3. Financial Statements for 2023 (Financial Survey & Self-Evaluation Form) – adoption

The board reviewed the Financial Statements for 2023 previous to this meeting. Kerri Justus completed the Financial Survey and had the board review it. The Self Evaluation Form has also been completed. Dennis Davenport MOVED to adopt the Financial Statements for 2023 and the Self-Evaluation Form; Patty Christensen SECONDED the motion. The motion passed unanimously.

4. Lease with Town of Hatch

Our lease with the Town of Hatch for use of office space and meetings is due in July. Last year we paid \$800.00 for the year. This included \$700 for rent and then \$25 per meeting. The Town of Hatch has decided to charge the same amount for the next year. Kerri Justus will pay the Town of Hatch \$800.00. Patty Christensen MOVED to accept the lease with the Town of Hatch; Dennis Davenport SECONDED the motion. The motion passed unanimously.

5. Cross Connection Program Administrator

The board discussed appointing Tyler Mendenhall as our Cross Connection Program Administrator. Tyler Mendenhall is certified through the State as a Cross Connection Control Program Administrator. The board and Tyler discussed a one-time payment of \$400 per year to have him be the administrator for our district. Dennis Davenport MOTIONED to appoint and pay Tyler Mendenhall \$400 per year (July 1 to June 30) as our Cross Connection Program Administrator; Patty Christensen SECONDED the motion. The motion passed unanimously.

6. Water Connections - Matt Walter

Matt Walter has asked to use the last 4 prepaid water connections for 4 new water meters. In 2009, Mountain River Investments prepaid for 6 water meter connections. One of the new water meters is for a 2 inch line, the other 3 are ¾ inch water lines. All of the prepaid water connections by Mountain River Investments have now been used.

G. Introduction and Adoption of Resolutions and Ordinances.

H. Unfinished Business.

1. Board Member Training

All board members have completed the annual training.

I. New Business.

The board has requested that all metered customers receive a bill each month; no matter if they have a credit on their account or not.

J. Adjournment.

Patty Christensen MOTIONED to adjourn; Dennis Davenport SECONDED the motion. The motion passed unanimously. The meeting was adjourned at 7:30 p.m.