

GLEN CANYON SPECIAL SERVICE DISTRICT OF BIG WATER

Approved Minutes

Wednesday October 23, 2024

Work Session 5:30 PM

Meeting 6:00 pm

WORK SESSION-

1. **Call to Order-** Jennie calls to order at 5:37pm Jennie Lassen, Jim Lybarger, Graydon Meeks, Luke McConville here. Levi Banfill absent.
2. **Discussion-** Discussion on construction and design standards and that this copy is already drafted by engineers for a different district and David agrees that it would work for us. New water infrastructure policy can be adopted now that we are comfortable with construction and design standards being adopted. OB D- should also be good to go once we have standards adopted.
NB-A- Annexation policy of the town just to have on our radar to consider expanding our District boundaries to match new town limits. The board is in agreement that it would be practical to maintain the same boundaries as the town limits as long as it does not overlap with another water SSD boundaries.
NB-B- David explains that a water line was placed on a resident's property at one point in time that services the lot behind. The resident has asked that we dig up the water line and move it to the easement for them since the District approved the installation at some point many years ago. Graydon asks if the property is surveyed, and David confirms that the survey pins are there. David says he could get the project done in a day and it would only cost just under \$400 for the parts.
NB-C- This is the letter of credit that was required for the transfer station lease. The \$30,000 is required to be put into an account under Big Water's name but the funds must come from GCSSD.
3. **Close Work Session at 6:07pm**

MEETING

1. **Call to Order-** 6:07pm
2. **Roll Call-**Jennie Lassen, Jim Lybarger, Graydon Meeks, Luke McConville here. Levi Banfill absent
3. **Statement of Conflict** - none
4. **Citizen Comments-** Tom Reneau- new business the annexation, if we annexed the transfer station into the town for streamlined operations and potential legal benefits. Selling the lot B-11-2. Are we looking at selling the front lot as well? Someone could build a vegetable garden. Why not look at selling both lots? Clarification that the land is owned by Glen canyon, not the Town of Big water. Half of the lot could still be used. There are setback issues with the limited availability after a road and utility easement are recorded. Graydon....
5. **Approval of August Minutes** – Graydon motions to approve. Luke seconds. All in favor.
6. **Water Master Report-** David- lead and copper project is complete. No lead or copper has been found. Fixing water leaks and taking care of the transfer station. Smashing dumpsters, keeping the weed pile in order. The town clean up dumpsters will be here on November 8th. Paria put in a new well, and Cluff drilling would like to give us a quote on our 3rd well if we would like to still pursue that.
7. **Treasurer Report** – Peggy went to her treasurer's academy- audit is complete and there was only 1 finding; it is now fixed. Despite recent Federal Reserve rate cuts, district funds remain in a strong position with continued healthy yields from PTIF accounts. The current interest rate on accounts stands at 5.3%, with a forecasted minor drop over the next year.

8. OLD BUSINESS-

- A.) **Discussion and Possible Action on Adopting Resolution 2024-09 Adopting Construction and Design Standards for New Water Infrastructure-** The finalized version of the design standards, which incorporated minor modifications for Big Water's specific needs, was presented and reviewed. The standards cover requirements for developers implementing new water lines, including double-checking by the district's engineers. Graydon motions to adopt, Lybarger seconds. All in favor.
- B.) **Discussion and Possible Action Adopting Resolution 2024-02 Setting a Policy for New Water Infrastructure** – Policy specifies that developers are responsible for all costs related to new infrastructure, including materials, meters, and subsequent ownership transfer to the district. Jim motions to adopt, Graydon seconds. All in favor

- C.) Discussion and Possible Action Adopting a “Water Line Extension Agreement” for New Water Infrastructure (Pioneering Agreement)-** This agreement outlines terms for developers connecting new water lines to existing infrastructure, ensuring the district is not liable for extensions benefiting future developers nor is the District financially responsible for the installation of new infrastructure. Luke motions to adopt, Graydon seconds. All in favor.

9. NEW BUSINESS

- A.) Discussion of Big Water Town Annexation-** The town is exploring annexation possibilities, which may extend boundaries. The board reviewed maps showing the proposed furthest possible annexation areas, including the potential expansion from House Rock Road to the state line. The town’s immediate interest would be annexing the gravel pit to bring revenue from the excavation site being in Town limits.
Consideration was given to expanding the district's water service boundaries in sync with the town’s annexation plans, especially to cover new development areas and ensure continuous water services. Will keep it on our radar if the town annexes, then we will consider extending our boundaries to align with town limits. Jennie brings up whether we can annex into state park lands. Katie explains that any non-annexable land would be excluded from town limits.
- B.) Discussion and Possible Action on Moving Water Line from Inside Resident’s Property Line to the Easement-** Jim motions that we move the water line at no cost to the property owner. Meeks seconds. All in favor, 400 and David’s labor.
- C.) Discussion and Possible Action on Transferring \$30,000 to Big Water for Letter of Credit on Transfer Station and signing an MOU with the Town. –** Required financial guarantee of \$30,000 for the transfer station. Efforts to secure a reclamation bond were unsuccessful, so a letter of credit was arranged through the district’s bank. The district noted ongoing efforts to renegotiate with SITLA to avoid recurring fees, although the letter is currently scheduled for finalization on October 30. If renegotiated, this letter of credit might no longer be required. Graydon makes a motion to transfer \$30,000 to Big Water and sign MOU, Lassen seconds. Jennie yes, Jim No, Graydon yes, Luke yes. Motion passes.
- D.) Discussion and Possible Action on Approving Financials and Check Register –** Motion to approve made by Jim based on the information provided. Graydon seconded. All in favor.
- E.) Discussion and Possible Action on Going into a Closed Session to Discuss Land Sale- NOT CLOSED.** Get quotes from realtors, or List a sealed bid like we did the truck. We could decide what the minimum bid will be once we decide that amount. Maybe we don’t need a realtor and can just list it ourselves. Graydon wants to suggest listing it for a short time for sale by owner for a limited time and maybe use or if a realtor in the future could mark it u and sell it for more it may be worthwhile to use a relator. We should make money from this. Discussion on the length to list it for 30 days, 45 days. We already have an appraisal for the land.
- F.) Discussion and Possible Action on Selling Lot B-11-2-** Jim motions to set a sealed bid limit of the appraised value. Citizen Tom Reneau- would it be worth it to join the 2 lots and sell as 1? It would require a lot consolidation, new engineering fees etc. Jennie, can we split the front lot and have the half acre separate from the easement? The board discussed offering the lot initially to local residents via a sealed bid auction. This approach would allow residents to bid on the property first, setting a minimum bid to ensure a fair price. Jim’s motion withdrawn. Graydon motions to table, Jim seconds. All in favor.

10. ADJOURNMENT – Graydon motions to adjourn, Jim seconds. All in favor. 6:51pm