GLEN CANYON SPECIAL SERVICE DISTRICT OF BIG WATER

Approved Minutes

Wednesday December 18th, 2024

60 N Aaron Burr Big Water, UT 84741
Work Session 5:30 PM
Meeting 6:00 pm

WORK SESSION-

1. **Call to Order-**Levi opens at 5:43**pm -**
2. **Roll Call-** Jim Lybarger, Jennie Lassen, Levi Banfill all here. Luke McConville and Graydon Meeks absent.
3. **Discussion –**OB-A New bid from Cluff for a new well, $482,360. This is just for the well, power would be extra. We can pull up the past quotes and see if we want to pursue funding. David says we can look at when the next application would be due and see what kind of funding we can get then go from there.
   NB-A- Bylaws- Template suggested by the UASD with some additions to fit our District such as the Chair acting as the General Manager and the Clerk acting as the Records Officer. Jennie suggests clarifying that the Vice Chair shall act as the Chair and General Manager in the Chair's absence since the Chair acts as the General Manager also. Discussion of adding SSD Board members same as Town Council.
   NB-C Discussion of Cash handling- Levi-Should we have a petty cash separate from cash drawers or define how we will handle cash drawers? Discussed having just petty cash or cash drawer and a limit of $200 with cash and receipts combined to make up the total. Discussed taking out the daily deposit requirement and have the policy state that no cash can be held longer than 3 days.
   NB-D-SITLA Contract Update, transition from a $30,000 reclamation bond to a $1,000 annual payment model.
   NB-G-Land sale discussed and selling the two lots. Set guidelines for minimum bids to recover costs while ensuring easement disclosures.
4. **Close Work Session –** 6:17 pm closed

MEETING

1. **Call to Order-** Levi calls to order at 6:18 PM

2. Roll Call- Jim Lybarger, Jennie Lassen, Levi Banfill here. Luke McConville and Graydon Meeks absent.

3. Statement of Conflict – None

4. Citizen Comments- Tom Reneau- Thanks for the agenda and the packet being included on the website for easier review of the agenda items. 9/-B selling lots. As far as recouping the cost. We need to come up with a total cost to include title fees, assessments, etc. That we sell it to cover all costs for buying the land. Hyrum Short also in favor of selling both lots that were purchased by the district.
No further citizen comments.

5. Approval of November Minutes – Jim motions to approve minutes as written. Jennie seconds. All in favor.

6. Water Master Report – David has had some help with community service that has allowed him to get to some projects that he hasn't been able to get to lately. We had a fire hydrant hit by a tourist. The tourist paid us for the cost of the repair, and we were able to get it fixed. He also noted park drainage and fire crew preparation efforts at the transfer station.

7. Treasurer Report – Nothing out of the ordinary. For the first time, this year we are in the black at this time of year and we are still waiting for assessments to come in. Spending has been in line with our revenue.

8. <u>OLD BUSINESS</u>-

A.) **Discussion and Possible Action on Applying for Funding for a Third Well/ Lightning Security for North Well-** Jim motions to move forward with the concept and idea to evaluate funding for the third well and lightning protection for the north well. Jennie seconds. All in favor. Motion passes

9. <u>NEW BUSINESS</u>

A.) **Discussion and Possible Action on Adopting Resolution 2024-12 Adopting Bylaws for the District-** Jennie motions to adopt Resolution 2024-12 adopting the bylaws of the district. Jim seconds. All in favor. Motion passes.

B.) **Discussion and Possible Action on Adopting Resolution 2024-11 Appointing a Vice Chair for the District –** Table to old business

C.) **Discussion and Possible Action on Adopting Resolution 2024-10 Adopting a Cash Receipting and Deposit Policy –** Levi motions to adopt Resolution 2024-10 with the corrections and the cash limit on page 22 of the cash drawer should not exceed a predetermined amount of $200 and that we remove the petty cash funds must not exceed the established petty cash limit. Jim seconds. All in favor. Motion Passes.

D.) **Discussion and Possible Action on SITLA Contract Renegotiation or Reclamation Bond from ULGT to Satisfy $30,000 Financial Guaranty-** Move to old business until new contract is ready. Looks like we will be able to move forward with a $1000 per year payment pending an amendment to the SITLA contract.

E.) **Discussion and Possible Action on Approving Financials and Check Register –** Jennie motions to approve financial and check register. Jim seconds. All in favor. Motion passes.

F.) **Discussion and Possible Action on Going into Closed Session to Discuss Land Sale-** No closed session.

G.) **Discussion and Possible Action on Selling Lot B-11-2 –** Moving forward with a sealed bid. Possibly selling both lots for the total cost of expenses. As long as it is fully disclosed that there is a road and utility easement on the front lot. Jim Lybarger motions that we include both parcels. Set a minimum bid that includes appraised value, plus expenses totaling $95,607 under full disclosure that the front lot has easements. Set a bid limit of 90 days. Jennie seconds. All in favor. Motion passes.

10. ADJOURNMENT – Jennie motions to adjourn. Levi seconds. All in favor. Meeting adjourned at 6:35pm