ANGELL SPRINGS SPECIAL SERVICE DISTRICT

February Meeting Minutes- ZOOM Recorded
February 12, 2025 6:00 p.m @ Springs Bldg

Call to Order: Karen called the meeting to order at 6:00 p.m.

Roll Call:

Present: Chairman- Karen Blenkinship, Vice Chairman-Greg Maranto, Clerk- Jean Wojtyla. Water & IT- Tony Hundal, Water Master-Shawn Bain, CC Administrator- Martin Mathis
Nominee for Treasurer: Diane Hundal
Visitors: Lorin Jessop & Calvin Jessop
Absent: Kent Arbon

Vote on January 11th Meeting Minutes

Jean made a motion to approve the minutes from January 11, 2025. Greg seconded it. Board Voted: Greg-Yes, Jean-Yes, Tony-Yes,-Karen-Yes Motion Carried.

Old Business Action Items: *from 1/11/25* ***Action Items*** ***Completed Items*** ***Future Priority***

1. Report on Accomplishments made in January

- **Karen passed out the official list of Connelly irrigation** customers in the valley. There was one name on the list that no one was familiar with. This list will help Marty check on possible cross connections. Shannon Ide is the one who keeps track of the Connelly Irrigation customers. *****Karen provided Jean with Shannon's email & cell phone no. Jean received the residency information of the unknown party noted on our Irrigation List and forwarded to Marty for future reference.***

- **Jean provided the updated travel policy** noting that now .70 per mile is reimbursed when travelling with one's own car. Also, every training course taken is reimbursed at $100.00. A list of all expense codes was handed out to help with completing expense reports. Emergency Response Cards for 2025 were also distributed.
    - Our water masters and CC Administrator were reminded to wear their safety vests when reading meters or helping residents. Discussion also came about regarding using the door hangers we had made for communicating issues about water leaks, meter accessibility issues and septic leaks. It's time to get the SW Utah Public Health Dept. involved in these septic matters. We need a record that proves we reported an ongoing septic issue leak onto Silver Valley Road . If they choose not to address it then they will be held responsible if our system gets contaminated. *****Shawn will get the information needed for our records.***

2. Tony provided his Water Usage Report finding to the board. Our usage was in line with our normal averages in January *****Tony will provide this report each month.***

3. Greg reported on our Power usage in January. Our bill was $21.00 so our solar panels are working efficiently except for the summer months when they can't produce enough to keep our bills as low since our spring is pumping constantly. Greg also checked our propane level on our generator's gas tank- it's still full. Greg believes we have to get on a maintenance program with our Generac unit. ***** Greg will check the generator warranty information that is on file in the Water Masters Office.***

4. Kenton was absent and did not send our Financial reports. Efforts were being made to coordinate training time with Diane, our new treasurer nominee, once voted in.
*****The Treasurer is to provide the following reports each month:***

a. P&L STD Financial (prior month)

b. P&L STD YTD at a Glance (prior month)
c. Provide the prior months Invoice Register to Karen for Approval

5. Jean provided our A/R Aging Report. We had only two lates in January . Jean also noted that our postal service averaged 15-19 days for checks to get to us in Dec. & Jan. *****Jean to report on A/R Aging each month.***

New Business Items

1. Karen introduced our Nominee, Diane Hundal, for Treasurer to the Board. Diane introduced herself and noted that she was the Treasurer for her HOA in Michigan, where she resided for twenty years. While the HOA is a little different from a water district, she knows that much of what she has learned will apply.

2. Karen provided the Board with the information that Diane was the only application received and that the Commissioners office will be holding a council session on Tues. 2/18/25 to approve Diane's nomination.

Karen requested a motion to hold a separate vote to appoint Diane as our Treasurer to the Board after the Commissioner's office holds their council meeting on 2/18/25

Greg made a motion to have a Board Vote by Email to Appoint Diane as Treasurer. This will take place after the Commissioners council meeting is held and Diane's nomination with the council is secured. Jean seconded it. **Board Voted:** Karen- Yes, Greg-Yes, Jean-Yes, Tony-Yes. **Motion Carried. An email vote will be held on 2/21/25**

3. Jean provided our option that circumvents US Banks's rule for not mailing checks to our personal PO Boxes. USPS has a form that allows us to insert our post office address of 545 N. Main St. with # xxxxx on the second line noting the PO Box # but not placing the word " PO BOX" in the description.

- Each member of the board who gets a stipend signed their form. This option is now in place so that the treasurer can issue checks through our Pelorus / US Bank interchange**.**

4. Karen provided an overview of the meeting she had with the Dept. of Environmental Quality. There will be some actions and reports we will need to implement before loan funds will be dispersed to us:

- **We will need to acquire a bond lawyer ***Jean will check with our Utah Local Governments Trust and see which personnel can fulfill this need for us.***

- **We will need a Conservation Report** that shows we will increase our rates in an effort to conserve water along with other ways of communicating conservation efforts to the residents. *****Jean provided water rate comparisons with other surrounding districts for all to study and come up with a plan to present to our residences in a public hearing. **To be decided upon by our board at another meeting , prior to scheduling a Public Hearing***

- **We will also need to create an Asset Management Report** that states all of our current assets, the level of service we can provide, the criticality of each asset, the life cycle cost of each asset, and the long term funding required to maintain all the assets.** ***Jean will check with our Utah Local Governments Trust to see if they can help. If not , then maybe Riley, our contractor will have some input for us.***

5. Karen reminded the board of our next scheduled meeting. Greg asked if we could switch from Wednesdays to Thursdays and the board agreed***.*** *****Our next meeting will be Thursday, March 13th at 6:00 p.m. and an email vote for Diane's treasurer position will be 2/21/25***

6. Karen requested a motion to adjourn the meeting. Greg made a motion to adjourn and Tony seconded it. Board Voted: Karen- Yes, Greg-Yes, Jean-Yes, Tony-Yes.
The meeting adjourned at 7:01 p.m.