GLEN CANYON SPECIAL SERVICE DISTRICT OF BIG WATER

Approved Minutes

Wednesday February 19, 2025

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

WORK SESSION-

1. **Call to Order- Jennie calls to order at 5:30 pm**
2. **Roll Call-** Jim Lybarger, Luke McConville, Jennie Lassen here. Levi Banfill and Graydon Meeks are absent.
3. **Discussion –** Funding- David explains that we will be meeting with Sunrise and Division of Drinking water at the RWAU conference next week and will have some info to bring back to the board
   IT/Computer security policy- A finding and recommendation on our Fraud Risk assessment. Jim asks why we would delete or modify anything; Stephanie mentions that there may be an email that is now irrelevant, or a retention schedule that has expired as just a couple examples of why we would delete anything
   Reporting fraud and Abuse Policy- Discussion about how to report anonymously. Drop box or mail seems appropriate.
   Water usage just shows our water usage over the past year and that our water loss percentage has been decreased over the years.
   Financials- Jim asks why there is a $30 backhoe revenue this period. Stephanie explains it was a very brief use with the backhoe. Jim also verifies the package that we pay for Lake Powell Boat Storage. That is the water sample shipping to Chemtech, and we share the cost with Paria, Clark Bench, and Amangiri so we get reimbursed for ¾ of that cost.
4. **Close Work Session –** Jim motions to adjourn. Luke seconds. All in favor. Adjourned at 5:51pm.

MEETING

1. **Call to Order-** Jennie calls to order at 6:00
2. **Roll Call-** Jim Lybarger here, Luke McConville here, Jennie Lassen here, Levi Banfill and Graydon Meeks absent
3. **Statement of Conflict -** none
4. **Citizen Comments-** Tom Reneau- suggests adding a second citizen comment just before adjournment because sometimes throughout the meeting it may bring another thought for a citizen, that they may want to comment on later. So that we would have 2 comment periods during the meeting.
   Jim Lybarger comments that he would like to add a discussion and possible action about our vehicle policy. Jim says he got 2 phone calls about seeing David in Page in the District truck. David explains that he takes water samples to Page and sometimes takes it to Kanab, or St George for our annual Rural Water Conference. The only time he drives to Flagstaff is in his personal vehicle to bring water samples for Fann Environmental in which he is also the water master for them. David explains that he only drives the district vehicle for water issues.
5. **Approval of January 2025 Minutes-**Jim motions to a approve minutes. Luke seconds. All in favor. Minutes approved.
6. **Water Master Report-** David explains that the meter at the park is a 2-inch meter and was put in when the park was first put in and has started failing. He put in a new meter setter and a new

backflow assembly that is specific for irrigation. He used one that the District has had on the shelf and wants to bring up the possibility of charging the Town for the new backflow valve as that part of the project is the "property owner" responsibility. The backflow assembly is around $1200, and he bought all new PVC sched 80. All around $2000. Jennie asks Peggy's advice on what the auditors would want to do. She advises to separate, separate, separate. It's possible that the district could donate to the Town but would like to have the full board here to decide so we will put it on the agenda for next month. David also states that Under Canvas is getting ready to open and they will be flushing lines. Stephanie and David will be at the Rural Water conference next week. David had Littles Diesel service the backhoe because of leaks and other issues. There will be some more repairs coming as well. David comments on our water usage that we are doing really well on our water usage and loss. David explains that the past years that have shown no water loss is incorrect because you're always going to have hydrant flushing and water line breaks, etc.

7. **Treasurer Report-** Peggy explains that our financials are just regular monthly expenditures. Peggy suggests that we could start replacing parts this year and especially once we sell the land, this would be a good year for those extra expenditures and to have parts on hand.

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

A.) **Discussion and Possible Action on Applying for Funding for a Third Well/ Lightning Security for North Well- Tabled.** David and Stephanie will have more information after discussing it at the RWAU conference next week and will be putting in the application to find out what funding will look like**.** David explains that a 3rd well would be beneficial to alleviate the wear and tear on the other 2 existing wells.

9. **<u>NEW BUSINESS</u>**

A.) **Discussion and Possible Action on Resolution 2025-04 Adopting an IT and Computer Security Policy-** Luke motions to adopt Resolution 2025-04 Adopting an IT and Computer Security Policy, Jim seconds. All in favor. Motion passes.

B.) **Discussion and Possible Action on Resolution 2025-05 Adopting a Policy for Reporting Fraud and Abuse-** Jim motions to adopt Resolution 2025-05 a Policy for Reporting Fraud and Abuse. Luke seconds. All in favor. Motion passes

C.) **Discussion on Water Rights Use and Data-** Already discussed in work session. This shows our total water usage for last year and how much our water loss is. It is a loss of 5.57% which is well below the expected loss percentage of 10%. The loss has been reduced over the last couple of years from 11.67% to 5.57%.

D.) **Discussion and Possible Action on Approving Financials and Check Register –** Jim motions to approve financials and check register. Luke seconds. All in favor.

E.) **10. ADJOURNMENT –** Jim motions to adjourn. Luke seconds. All in favor. Meeting adjourned at 6:23pm.