

Gunlock Special Service District

April 3, 2025

Board members present: Directors: Kip Bowler, Diann Covington, Dusty Leavitt, Odean Bowler. Judy Leavitt, Certified Operator, Roxanne Aplanalp, Clerk, and Ethel Benware, CCA present. Paula Guthrie, excused. Chairman called the meeting to order at 7:02 PM; quorum established. Pledge of Allegiance recited.

Approve February Minutes:

Motion by Director Covington seconded by Director O. Bowler to approve the minutes. Unanimous approval with Directors Covington, O. Bowler, Leavitt voting aye.

Approve January, February, March Expenditures: Clerk advised March minutes came this afternoon so including for approval. Clerk advised moved money from Capital and Reserve funds to Loan fund. Loan funds ads \$1750 monthly to pay loan at end of year. These are required by loan. Chairman asked what loan we are paying off this yer. Clerk said 2005 will be paid and 2007 loan in 2028. Director O. Bowler asked if anything out of ordinary. Clerk said questioned accountant payment so must be special items like stamps, envelopes. Clerk said she and accountant meeting in June to update Balance sheet. Chairman said doing quite well. Looking at balance sheet all the debt we have is \$49,000.

Motion by Director O. Bowler seconded by Director Leavitt to approve the Jan-Feb-Mar financial reports. Unanimous approval with Directors Covington, O. Bowler, Leavitt voting aye.

Director Reports:

Water System: Director Leavitt said he had repaired valve in Park, that tree trimmers ran over, plus he moved the fert frost free faucet closer to the pavilion.

Street Lights/Park: Director O. Bowler reported couple of lights will be replaced in upcoming weeks. Discussion about changing bulbs to LED—cheaper to run and last longer. Director Bowler will use the bulbs we have on hand and then convert to LED. Question how many lights —6 was answer.

Clerk Report: Discussed the Loan Response which was completed in March. Completed the Fraud Assessment as part of insurance update. Needs to be signed by Chairman and Treasurer. Discussed Source Protection Public Education was in March bill insert and letters have been mailed to the property owners by the well and springs.

Certified Operator [CO] Report:

TCR Samples: February and March taken. March had bad sample and repeats taken on time and passed. Some debris in line that had to be flushed out.

DBP Report: Submitted April 1.

Water Use Data Report: It has been submitted. When approved will have copy for file. Brandon Mellor said State was audited and needs to improve on reporting use. He has offered to attend June meeting if Board would like. He recommends the meters be read quarterly and on same date Judy reads the master meter to improve report of usage. Judy read the meters [master/well] 12 times a month. She needs the breakdown by three types—residential, institutional, livestock. She read Tuesday, Thursday, Saturday. Judy said she found reference to certifying meters if used for billing purposes. Roxanne asked Judy to forward that information. Guess on the overflow which is subtracted. Judy volunteered to read meters. Dusty asked wouldn't we get same numbers if only read twice a year. Judy said it is close. Ethel mentioned all secondary water is to be read by 2027-2029. Discussion of when to read meters. Next reading of individual meters will be April 22.

CO turned in the work log for January 2025.

Cross Connection Administrator Report: Ethel said she had prepared public awareness and it will be April bill insert. Water heaters are to have expansion feature tanks. Stressed need to do better job of having hose bibs on homes. Asked Dusty if he had time to check cemetery. He relied will need to dig up to see what needs when it gets warmer. Boilers to have dual check with air vent

Old Business

Status of Park Pavillon Restroom: Chairman said it is functional but still more to be done. It was to be wheelchair accessible so going to cut cement out and pour to make ramp. Will do both doors. Will be done by April 26th before the wedding. Discussion about restroom being closed except for reservations and parties. Person reserving will be responsible for cleaning restroom after use. Also to empty trash cans. Clerk will update reservation form. Old restroom will remain open unless water issue. Chairman said Monday morning at 8AM taking out old curbing and putting new in. Rodeo is funding it. Will reside bare areas and run sod up to pavilion. Discussion about what will be on other side. Decorative rock is being discussed. Questioned what budget for park is. Clerk said there was \$1000 in park and \$500 has been spent on garbage cans. Discussion about putting big rocks to protect floor area. Chairman said Rodeo looking into big pots that will have flowers. Dusty said while he was working on water, someone he did not know drove in and up on cement floor and then backed out.

Statue of Dual Check Valves: See under Cross Connection Report for cemetery.

Discuss Electrical at Park: Chairman said Taylor had surgery but has contacted Utah power and changes should be made soon.

Discuss Meter Reading Information to Residents: Clerk advised Dusty had reread Melea and LDS metros. Melea is a 5 digit reading and it got changed to 6 in 2022. Clerk has gone back and updated all readings and advised Melea of corrections and is under the 15K monthly. LDS reading as posted is correct. Same issue as Town Hall—little use during winter and over once sprinklers going—so maybe a leak. discussion about Then Hall sprinkler was running down street. Kip will recheck the settings. The mower has broken sprinkler heads in park. Gary asked about heads staying up and get broken. He shoved several down as he walked in tonight. Kip said the Parks head are \$17 each and he had invoice to turn it.

Discuss Election: Clerk advised 3 positions will be elected—Odean, Paula, and Diann. Diann mentioned not running. Was reminded it is life time job so need to find replacement—in humor. Clerk said openings will posted in May and June 1-9 is candidate declaration period. She will have forms at June meeting for candidates to fill out. Clerk said estimated cost for County to handle the election for 92 registered voters is \$215.

Discuss Status of Spring Drain Pipe Issue: Chairman said he is working with Paul Wright on how to meet the requirement of the State. Ethel questioned the drop level because her information was twice the size of pipe. Kip said he said 18” drop. Suggestion made to cap pipe as we control when used. Kip will discuss with engineer. Clerk advised the GSSD was scored with 50 points for a significant deficiency and another 25 points for physical problem. So we now have 90 pints scored against the system. The users had to be advised by March 27 of the issue so it was sent as bill insert. They need to be notified every 3 months until issue resolved or will receive an additional 5 pints for failure to notify.

Status of Director Training: None had been completed.

New Business:

Discuss Park Restroom and Maintenance: Talked about earlier in Park discussion.

Discuss RWAU Conference: CCA talked about class on prevention of cross connection and how fire hydrants needed RP and RP leak detectors. And this detects ~~war~~ water theft. Also hose has to be disconnected each time after use. Asked how GSSD monitors use if no meter. Clerk said no one connect without GSSD permission. Response usually into tanker so know size tank. Chairman said we try hard not to use culinary for filling trucks. Watering arena is with irrigation water.

CO said she attended update on quality procedures and new wording with public. There is new format for this. Clerk said would update emergency response booklet as that procedure is part of the plan. Distribution system maintenance has been updated. There is new templates for CCR that must used. Lisa will to use for 2025 due in June. Failure to use correct template will result in not meeting problem. Discussed update on PFAS as “forever chemicals” of which there are at least 14,000 substances that fall into that category. These stay in the water forever and cannot be treated as no technology to do it. Test showed Gunlock did not have any. Since GSSD did 2 samples last year, not required to do another sample in 2027. EPA will help with cost of this program for small system but need to ask for it. The GSSD is in compliance on the Lead and Copper Inventory,. But systems must have all lead removed by 2034. If using engineer be sure to document completely as been issue with wrong engineering and determining who is at fault. New Harmony won “best water”. Utah DDW is only state that is 100% compliance with all requirements. Very good conference this year. Discussion about having software that tells where everything in system is located.

Discuss Options of emails: Gary Bringhurst, IT, asked Clerk to restate issue. She said how can GSSD items that go to personal email be sent to gssd file. Gary said he has procedure that helps send incoming emails to all directors but does not think that is our issue. Everyone would get everything. Clerk said has received email for DBP report so Judy has corrected that issue.

Discuss/Select Bid for Tank Cleaning: Clerk advised 3 bids received. Director Leavitt said he was concerned about it being open ended if have to do entire tank. Discussion about depth of cleaning and what they do. Judy commented about how it worked last time tanks cleaned by Potable Divers. Clerk said it is her opinion that if need more than small breaks repaired then it will be another issue and need new bids. Clerk read parts of proposed contract from Potable Divers. Discussion about level of sediment and that our tanks were pretty clear last time. Question about video from last time. Response is in file room. Potable Divers were low bid at \$3000.. Dusty will be lead on project and contact the bidders. He will schedule tank cleaning.

Motion by Director Leavitt seconded by Director Covington to accept the bid from Potable Divers who were low bidder. Unanimous approval with Directors Covington, O. Bowler, Leavitt voting aye.

Discuss Unified Water Infrastructure Project: Judy discussed what she knew about this new procedure for funding by the State. Clerk said she had signed the GSSD up so we would get all mailings about project. Discussion that it looked like it was replacing the previous funding by the Five Counties. Discussion about what projects the GSSD could include. Discussion on upgrading the two subdivision. Discussion about not digging into transmission line as long as County giving building permits without upgrading transmission line. But do need to upgrade the meters for dual check valves. Chairman felt the amount of money needed did not justify it for the few homes on that line. Discussion about looking into changing meters to digital that could be done driving by that would be more accurate but also more expensive. Judy said she found that reading meters for billing that meters must be certified annually by outside source and be expensive. Also include adding dual check valves to all meters not having that feature. Decision to put two projects on list—dual check valves and digital meters. Clerk will work on pricing projects and follow up as plan is implemented. Clerk said she is manually setting up a detailed inventory.

Motion by Director O. Bowler seconded by Director Leavitt to join the UWIP and submit dual check valves and digital meters. Unanimous approval with Directors Covington, O. Bowler, Leavitt voting aye.

Board Comments for Future Meetings: Director O Bowler will do self audit due in May.

Public Comments: None

Community Issues: Park cleanup Saturday, 8AM. Easter Egg Hunt is April 19 at 10AM.

Adjourn: Meeting adjourned at 8:55 PM

Motion by Director O. Bowler seconded by Director Covington to adjourn. Unanimous approval with Directors O. Bowler, Covington, Leavitt voting aye.

Approved: 6-4-2025

Roxanne Aplanalp, GSSD Clerk

Public Present: Gary & Marci Bringham; Curt Benware; Melea Leavitt