GLEN CANYON SPECIAL SERVICE DISTRICT OF BIG WATER

Approved Minutes

Wednesday May 21, 2025

60 N Aaron Burr Big Water, UT 84741

Work Session 5:30 PM - Meeting 6:00 pm

WORK SESSION-

1. **Call to Order-** 5:33pm Jennie calls to order
2. **Roll Call-** Jim Lybarger, Jennie Lassen, Luke McConville here. Graydon Meeks absent**.**
3. **Discussion –** Grant application has been turned in with an estimated cost of $1,168,800. Peggy explains that there is money in the budget for raises. Discussion on the difference between a 3% and 4% COLA difference. The difference would be around $900 per year. Jim mentions that employee evaluations should be completed to consider any merit raises.
   Backflow assembly at the park has already been replaced. The question is whether or not the District should donate the backflow assembly that we had on hand should be donated to the Town or should the Town reimburse the District for the part that was on hand? Discussion of just signing an agreement between the Town and the District that the district would donate the assembly.
   Jennie suggests that maybe we could have a municipal water rate at a discount. This would make any contribution of water a much lower cost.
   Discussion of Vehicle policy being taken off the agenda and not amending as the policy we have is sufficient.
   Land Sale- Discussion of getting some info from a realtor about the market for vacant lots right now and getting an estimate on realtor costs.
   Cyber security is a free program from the State to help us be in compliance and keep our assets protected, our procedures and our networks.
4. **Close Work Session** –Adjourned at 6:02pm

MEETING

1. **Call to Order-** Jennie Lassen calls to order at 6:02pm
2. **Roll Call-** Jim Lybarger, Jennie Lassen, Luke McConville here. Graydon Meeks absent. Graydon Meeks joins at 6:04pm
3. **Statement of Conflict -**none
4. **Citizen Comments-** Tom Reneau, trash pickup – are we getting competitive bids? Can we find a more cost-effective company? Old business- cost of living is 2.5% for the state of Utah and we should stay within the guidelines. The well, are we going out to bid for the companies that dug the Well in Paria, and in Greenhaven? Items 9 b and 9E- he agrees the backflow assembly and the water leak should be donated to the town.
5. **Approval of February 2025 Minutes-** Jim motions to approve, Luke seconds. All in favor.
6. **Water Master Report**- Has been working at the park getting the sprinkler timers back in place. There was a misunderstanding about the water being left on and turned off which led to the extreme leak. It had to replace a meter that had been in the ground for many years. Fire hydrant on Ethan Allen and Quill had to be raised and repaired. Valley underground came to help. Town Clean up kept David busy with the dumpsters. Another new service is to be installed, and we will call Valley Underground.

7. **Treasurer Report-** Peggy is confident the budget is ready for approval. At her conference she learned that we are in compliance with the state and fiduciary funds. It is good that we have been able to catch up on our depreciation fund and transfer the money to the PTIF each month.

8. **OLD BUSINESS-**

   A.) **Discussion and Possible Action on Funding Application for Third Well and North Well Building-** Jennie clarifies that this is only an application. If funding is approved, this will go out to Bid. Sunrise is not completing the work; this is only an estimate for the application and will go to bid for a company to complete the work. David verifies that a block building is required. Tabled until DDW board meeting June 10.

9. **NEW BUSINESS**

   A.) **Discussion and Possible Action on Tentative 2025-2026 Budget-** Discussion of Brown Brothers usage. They used 2.4 million gallons last month and are contributing to a great portion of our water sales. Jennie is comfortable with a 3% cost of living adjustment. Luke agrees. Jim is comfortable with the state 2.5%. Luke is comfortable with 3%. Luke motions to approve tentative budget for 2025-2026. Graydon seconds. All in favor.

   B.) **Discussion and Possible Action on Charging or Donating the Cost of the Replacement Backflow Assembly at the City Park-** Jim motions to donate, Meeks seconds, All in favor

   C.) **Discussion and Possible Action on Reviewing and/or Amending Vehicle Use in the GCSSD Personnel Policies and Procedures Manual-** Board in agreement to leave as written with no amendments.

   D.) **Discussion and Possible Action on Land Sale of Lots B-J-28 and B-11-2-** Discussion that we can post on Zillow privately. Discussion to have a conversation with a realtor to see what the cost and what the current market looks like. Move to Old Business. Post on Zillow privately at the same cost as the bid at $95,607.

   E.) **Discussion and Possible Action to Donate Construction Water for Park Improvement Grant-** This donation would go toward the town's contribution if a grant were awarded. Luke motions to donate the construction water. Graydon seconds. All in favor.

   F.) **Discussion and Possible Action on signing an MOU with State and Local Cybersecurity Grant Program (Free Services**)- Jim motions to sign MOU with the state and local cybersecurity grant program. Luke seconds. All in favor..

   G.) **Discussion and Possible Action to Forgive Water Leak Cost at City Park-** Jim motions to forgive the water leak cost at the city park, just the overage charges, Graydon seconds, All in favor

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

10. **ADJOURNMENT –** Jim motions to adjourn, Meeks seconds all in favor at 6:38 PM