

Paunsaugunt Cliffs Special Service District Quarterly Meeting
Town of Hatch Community Center
September 8, 2025

BOARD CHAIRMAN: Todd Eggleston

BOARD MEMBERS PRESENT: Rick Davis
Patty Christensen

BOARD MEMBERS ABSENT: None

STAFF: Kerri Justus, Clerk & Tyler Mendenhall, Water Operator.

STAFF ABSENT: None

PUBLIC PRESENT: John & Kathy Ammar.

A. Meeting Called to Order

Todd Eggleston called the meeting to order at 6:30 p.m.

B. Approval of Previous Minutes

1. June 9, 2025

The minutes were previously reviewed by all board members. Patty Christensen MOVED to accept the June 9, 2025, minutes; Rick Davis SECONDED the motion. The motion passed unanimously.

C. Review Checkbook Register & Budget

The board members previously reviewed the checkbook register and budget. Rick Davis MOVED to approve the checkbook register and budget; Patty Christensen SECONDED the motion. The motion passed unanimously.

D. Public Hearing - None.

E. Report of Water Operator - Tyler Mendenhall.

1. Meter Reading Report

All meters were read. The gallons of water billed is listed below.

June 2025 - 473,000 gallons

July 2025 - 483,000 gallons

August 2025 - 448,000 gallons

2. Well Production

June 2025 - 638,564 gallons

July 2025 - 536,127 gallons

August 2025 - 459,842 gallons

The board and Tyler Mendenhall discussed the water loss issue again. June had a 26% loss (165,564 gallons), July had a 10% loss (53,127 gallons) and August had only a 3% loss (11,842 gallons). There doesn't seem to be a pattern to when water is lost. Todd Eggleston mentioned looking at the kilowatt hours that Garkane charges to see if there is something that would show a discrepancy. Kerri Justus will see if Garkane can print a report.

3. Water Sample Tests

Bacteria water sample tests have all come back negative, with no issues.

Tyler Mendenhall reported that the asphalt has been removed from the valve covers in the Reserve part of the subdivision.

There was an insurance adjuster that came and toured the booster pump, water tank, well house and the office (contents only) for our property insurance.

The board was reminded that the key pad entry still needs to be replaced.

Tyler Mendenhall is going to get wire to place around the bottom of the ladder on the side of the water tank to prevent anyone accessing the ladder and climbing to the top of the tank.

The wiring for a back up generator needs to be installed. Tyler Mendenhall will see how much this will cost.

There are 3 or 4 concrete aprons that need to be fixed prior to winter. Tyler Mendenhall will get this scheduled with a contractor.

Patty Christensen MOTIONED to accept the water operator report; Rick Davis SECONDED the motion. The motion passed unanimously.

F. Petitions, Remonstrations, and Communications.

1. Water Bills - Delinquents

There are no delinquent accounts at this time.

2. Budget for 2026

The board reviewed the numbers from the 2025 budget that needed to be amended and discussed the 2026 budget. The board went through the budget line by line. Kerri Justus will work with the board and have the 2025 amended budget and the 2026 final budget ready for adoption in December.

3. Conflict of Interest Policy

The board had previously reviewed the Conflict of Interest Policy. Rick Davis MOTIONED to approve the Conflict of Interest Policy; Patty Christensen SECONDED the motion. The motion passed unanimously.

G. Introduction and Adoption of Resolutions and Ordinances.

None.

H. Unfinished Business.

None.

I. New Business.

None.

J. Adjournment.

Patty Christensen MOTIONED to adjourn; Rick Davis SECONDED the motion. The motion passed unanimously. The meeting was adjourned at 7:10 p.m.