GLEN CANYON SPECIAL SERVICE DISTRICT OF BIG WATER

Approved Minutes

Wednesday April 15, 2026

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 5:32pm
2. **Roll Call-**. Jim Lybarger, Jennie Lassen, Tara Chiasson, Graydon Meeks all here.
3. **Discussion-** Privacy policy should be ready soon.
   Personnel policy has an amendment to clarify appointed officers and appeals. Board members expressed concern about the lack of full policy context when reviewing amendments. Board requests sections preceding and following proposed language. Need to compare prior vs. amended language to avoid misinterpretation. Stephanie clarified that the proposed language is new, not replacement. Amendment stems from prior personnel issues and attorney recommendations. Jim raised concerns about the need to cite and verify applicable Utah Code sections. Peggy explains that historically there has been inconsistency in how appointed employees were treated (often as regular employees). Lack of formal resolutions documenting pay/benefit changes over time. She also states that current Appointed Officers should have their resolutions updated to include any pay changes and . Will look into how it was voted that the District will pay 20% of the Treasurer pay and benefits. Tara asks what other employees may be "other officer formally appointed by the District?"
   Discussion on preliminary budget for next year. Brown Brothers still using lots of water. Jennie mentions salaries and benefits are a little low and we could probably increase those in the budget.
4. **Close Work Session at 6:03pm**

MEETING

1. **Call to Order –** Jennie calls to order at 6:03pm
2. **Roll Call** – Lybarger, Lassen, Chiasson, Meeks here.
3. **Statement of Conflict -** None
4. **Citizen Comments -** None
5. **Approval of March Minutes** – Tara motions to approve the March 18th minutes. Jim seconds. All in favor.
6. **Approval of March Special Meeting Minutes**- Jim motions to approve the March 25th minutes. Meeks seconds. All in favor.
7. **Water Master Report -** Not using the South well. It is in and works great but are holding off until we get a report from Mountain Land and will send that report to the board once it is ready. A thorough test of the power going in and out of the well was conducted. Graydon explains the concern with what the power tests showed. There were some recommendations on equipment we should have on our well and he positively anticipates the proposal Garkane needs to increase a grounding rod and replace some wires that were chewed by rats. Noise coming in and coming out of our device. The motor is warrantied.
   David has been painting meter covers and hydrants.
8. **Treasurer Report**- Peggy says nothing is out of the ordinary. A few percentages may be over. Can the well improvements come out of capital improvements? Yes.
   Are grant options for the well building at the north well? David will inquire with the Kane Co Conservancy District.

9. **OLD BUSINESS-**

   A.) Discussion and Possible Action on Adopting a Privacy Policy- Continue until next month under old business

   B.) Discussion and Possible Action on Adopting Resolution 2026-03 Amending the Personnel Policies and Procedures Manual to Clarify Appeals Procedures and to Adopt Section XXII Governing Appointed

Officers- Continue until next month meeting to get more information and adjust the section numbers to match our Policy.

9. NEW BUSINESS

A.) Discussion and Possible action on Preliminary 2026-2027 Fiscal Year Budget- Jim motions to approve preliminary budget for 2026-27 FY budget. Graydon seconds. All in favor.

B.) Discussion and Possible Action on IFB (Invitation For Bids) for Solid Waste Services- This IFB is to include residential cans and the Town dumpster events. Timeline would be perhaps the day before May's meeting. Graydon mention that if we include the transfer station then we could have a better idea of how much that would cost. Jennie explains that this structure makes it cleaner for the residential can cost calculations and not having the transfer station revenue impact the residents' can cost. Graydon wants to include cost breakdowns and request the bids itemized and add a clause that gives us the option to accept parts of the bid but not all. Sections C, D, E, Graydon motions to approve IFB as written to with the addition to the preliminary document sent on March 31, 2026 adding sections C and E and must provide the dumpsters 5 bins 6 cu yard bins. Jim seconds. All in favor.

C.) Discussion and Possible Action Approving Financials and Check Register- Jim motions to approve the financials and check register as presented. Meeks seconds. All in favor.

D.) Discussion and Possible Action on Closed Session to Discuss One or More of the Following Pursuant to Utah State Code § 52-4-205; The Character, Professional Competence Or Physical Or Mental Health Of An Individual; Collective Bargaining And Contract Negotiations; Pending Or Reasonably Imminent Litigation, The Purchase, Exchange, Or Lease Of Real Property, Including Any Form Of Water Rights Or Water Shares; Investigative Proceedings Regarding Allegations Of Criminal Misconduct; Deployment Of Security Personnel, Devices, or Systems

10.ADJOURNMENT – Jim motions to adjourn, Meeks seconds. All in favor. Meeting closed at 6:35 pm