

Bluff Water Works Special Service District

Meeting Minutes for Mar 12, 2025

- **Called meeting to order: 7:05**
- **In attendance:** Marx Powell, Steve Simpson, Amer Tumeh, , Mike Yearous
Jennifer Davila
- **Absent:** Benny Musselman, Brandt Hart
- **Audience:** Ann Leppen, Linda Sosa, Gary Lichtenstein
- **Approval of minutes:**
 - Simpson motions to accept minutes with edits
 - Tumeh seconds the motion
 - Motion passes unanimously
- **Community Input:**
 - Leppen thanked everyone for the work on the strategic plan.
 - Lichtenstein was grateful for all the time and energy that Powell spent on the installation of his new water meter
- **Culinary Water:**
 - Powell: We are finding that there are some issues with the 1 ½ in meters and it seems that we may need to replace the whole meter not just the nodes
- **Unfinished Business:**
- **Water Meter Applications:**
 - A new meter for Gary Lichtenstein was installed
- **Meter Report:**
- **Update on QED on a strategic plan for BWW**
 - Lichtenstein gave a report on the finalization of the QED strategic planning process. He explained the process of having 4 ½ day workshops covering the strategic planning template: Governance and sustainability; Planning for growth; Support secondary water development; Customer relations. There were objectives and strategies discussed for each of those areas. The ultimate goal of this activity is to keep Bluff Water Work providing top quality service at affordable rates in a sustainable way.
 - Come up with a working policies and procedures manual
 - Researched what a water utility actually is
 - Website development for BWW
 - Lichtenstein came up with some recommendations for the group
 - Create and build a positions for an administrator which will allow for sustainable for turn over in the future
 - Identify and advertise for an operations manager, this person will help train a volunteer or paid collection of townspeople that can be available for on-call emergencies.
 - Community relations cannot be overstated, communications are crucial since not all residents are able to attend meetings, community relations need to be further developed to keep the community informed on what the BWW is doing

- Secondary water development: The Water Board realizes that this board has no control over Secondary water in town but Lichtenstein feels that with the board's expertise in running water systems, that their input would be a valuable tool to help in the Bluff developing a secondary water system. This could be a trust and bridge building committee between the Town of Bluff and the Bluff Water Works that would really benefit the future of Bluff.
 - Powell thanked Lichtenstein for the time put into the process. He felt that this process shined a light on the amount of time and effort that needs to occur to run a water system on the tight budget that BWW operates with. There are some of the suggested plans that the board has already started to implement. We are working with mentorship programs for water operators, a mentorship program takes 4000 hours mentorship to complete. The time frame is very difficult for us to reach. Our system is unique in that the only thing our plant does is remove the arsenic in our system. In addition to that, we don't waste the water in the process, we make sure that that water is recycled back into the system. There are a lot of things that need to be looked at and there is a lot that needs to be done. There will be a lot of cooperation between the board, the community and the town residents to get this process completed. Powell stressed that no one can complete this process by itself.
- **Bills to Pay: See Treasures Report**
 - Simpson motions to pay the bills
 - Yearus seconds the motion
 - The motion passes unanimously
- **Other:**
 - Melanie Kranz will be attending the Utah Government Financial Officers Association conference in St George in early April.
- **Next meeting:** Apr 9th, 2025
- **Meeting adjourned:** 7:35