

GLEN CANYON SPECIAL SERVICE DISTRICT OF BIG WATER

Approved Minutes

Wednesday July 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 5:40pm
2. **Roll Call** – Jim Lybarger, Jennie Lassen, Graydon Meeks, Mark Gangola (Google Meet) all here
3. **Discussion-** Discussion on quotes for well filters from Rebel Automation and L&R Pump and Drilling. David states that Rebel Automation performs all of the labor to install included in his quote. Graydon asks if the equipment on each bid includes same manufacturer warranties or similar brands. Need to know if L&R will include install on their quote. Rebel Automation is who installed our SCADA equipment. David confirms that L&R 's quote does not include the labor to install. This equipment is being considered to protect our wells. It helps filter the electricity coming through the system that causes extra wear and tear on the motors. Funds are in the budget.
DEQ fees starting next year, Jim states that he thinks the District should absorb the cost instead of passing that cost on to the consumer. Graydon agrees and mentions that if we ever get big enough to where the fee grows significantly, we can revisit the idea of passing costs on to the consumers.
Jim asked for clarification regarding the payroll reimbursement shown in parentheses on the financial reports. Peggy explained that Big Water pays the treasurer employee wages and the District reimburses the Town for its 20% share. The discussion also briefly touched on the clerk training stipend reimbursement.
PPP manual amendments, Jennie explained that the amendments match those adopted by the Town last month and clarify employee health insurance eligibility, insurance stipends, and that the District does not provide life insurance benefits.
Close Work Session – Adjourn at 5:59pm

MEETING

1. **Call to Order** – Jennie calls to order at 6:00pm
2. **Roll Call** – Jim Lybarger, Jennie Lassen, Graydon Meeks, Mark Gangola (Google Meet) all here.
3. **Statement of Conflict** – None
4. **Citizen Comments** - None
5. **Approval of June Minutes** – Jim motions to approve the minutes as written. Meeks seconds. All in favor.
6. **Water Master Report** – David has been in contact with Pat Bendell to get the quote provided today. Lots of work at the park for the 4th. Lots of water being put on the trees at the park. Couple of water leaks and trash cans, all the regular stuff. David also reported repairs to irrigation damage from the controlled burn prior to the Fourth of July and increased irrigation to park trees during the recent heat wave.
Treasurer Report- Peggy reported the District remains in sound financial condition. A few June invoices are still outstanding pending fiscal year closeout. Required transparency filings have been completed, and because no major well repairs were necessary this year, capital improvement funds remain strong.

7. OLD BUSINESS-

A.) **Discussion and Possible Action on Adopting a Privacy Policy-** Continue until next meeting

Discussion and Possible Action on Quotes for Well Filters –Lybarger motions to proceed with Rebel Automation. We received 2 different bids, one is for parts only and Rebel Automation is for parts and labor installation. Jennie seconds. Lybarger – Yes, Lassen – Yes, Meeks – Yes, Gangola – Yes. All in favor.

9. NEW BUSINESS

A.) **Discussion and Possible Action on Amending the Personnel Policies and Procedures Manual Section 14.3 to Clarify Insurance Stipends and Life Insurance-** This matches what the town adopted last month clarifying health insurance and benefit stipends. Lybarger motions to adopt Resolution 2026-08 and accept the amendments to the procedures manual, section 14.3, to clarify the insurance stipends and life insurance

benefits that have been written in this package. Jennie seconds. Lybarger – Yes, Lassen – Yes, Meeks – Yes, Gangola – Yes. All in favor.

B.) Discussion on DEQ Fee for Water Systems in FY 2028- Utah state DEQ has calculated a fee to water systems based on a usage calculation- The District will add this to the budget for the next FY and the cost will be revisited. Lybarger motions to adopt this and revisit the cost in future years. Graydon would like to amend the motion to add a dollar amount, if the fee reaches \$1000 we would revisit the fee. Graydon seconds. Lybarger – Yes, Lassen – Yes, Meeks – Yes, Gangola – Yes. Motion passes

C.) Discussion and Possible Action Approving Financials and Check Register- Graydon motions to approve the financials and check register as presented. Lybarger seconds. Lybarger – Yes, Lassen – Yes, Meeks – Yes, Gangola – Yes. 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; Investigative Proceedings Regarding Allegations Of Criminal Misconduct; Deployment Of Security Personnel, Devices, or Systems

10.ADJOURNMENT – Lybarger motions to adjourn. Gangola seconds. Lybarger – Yes, Lassen – Yes, Meeks – Yes, Gangola – Yes. All in favor at 6:15pm