

Paunsaugunt Cliffs Special Service District Quarterly Meeting
Town of Hatch Community Center
June 8, 2026

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: Larry Kern, David Schlaf and Nick & Carmen Postoy.

Larry Kern and David Schlaf left the meeting at 7:25.

A. Meeting Called to Order

The meeting was called to order at 6:40 p.m.

B. Approval of Previous Minutes

1. March 16, 2026

The minutes were previously reviewed by all board members. Rick Davis MOVED to accept the March 16, 2026, minutes; Patty Christensen SECONDED the motion. The motion passed unanimously.

C. Review Checkbook Register & Budget

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

D. Public Hearing

Larry Kern questioned how to find out the budget and account balances for Paunsaugunt Cliffs. It was explained that the board reviews the budget and checkbook register each meeting; and approves and signs the documents to acknowledge both. He was invited to attend the meetings since it is on the agenda each time.

Larry Kern also questioned about term limits for board members and how board members are elected/appointed. Term limits will be added to the next agenda.

Questions were also raised on if the district has an audit completed annually. There is no audit but the board authorizes expenditures and reviews each meeting. Kerri Justus discussed the list of state requirements we have to complete and upload each year.

E. Report of Officers.

1. Water Operator - Tyler Mendenhall

a. Meter Reading Report

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

March 2025 - 141,000 gallons

April 2025 - 186,000 gallons

May 2025 - 406,000 gallons

1. Quotes for Generator at Pump House

The board discussed the possibility of a generator at the pump house. There were two quotes submitted. It was decided to instead get a quote for a 200 amp plug for the generator to plug into. Todd Eggleston believes instead of spending money on a generator that we may use sometimes, we can rent a generator when needed. The quotes for an outlet for the generator to plug into will be on the next meeting agenda.

2. Quotes for updating Booster Station

This has been tabled until the September meeting.

b. Well Production

The amount of water pumped at the well is below.

March 2025 - 302,093 gallons

April 2025 - 248,956 gallons

May 2025 - 378,757 gallons

c. Water Sample Tests

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

Tyler Mendenhall does flush fire hydrants monthly to help prevent stagnant water build up in the system. Hopefully this will help prevent a contaminated water sample.

There is a leak at Chris Frogley's on his side of the meter. The meter has been turned off. Keri Justus will send him a letter.

The intrusion alarm for the well door is still needing to be fixed.

F. Petitions, Remonstrations, and Communications.

1. Water Bills - Delinquents

There are a couple accounts with delinquent water bills. Kerri Justus will contact the owners requesting payment.

2. Consumer Confidence Report 2025 (Cross Connection/Education) – adoption

The Consumer Confidence Report has been completed and submitted to the State of Utah by Tyler Mendenhall. Patty Christensen MOVED to adopt the Consumer Confidence Report 2025; Richard Davis SECONDED the motion. The motion passed unanimously. Kerri Justus will notify all lot owners that the Consumer Confidence Report is available for their review upon request.

3. Utah Water Use Data Report 2025 – adoption

Tyler Mendenhall completed this report for 2025. The board reviewed the report. Patty Christensen MOVED to adopt the Utah Water Use Data Report 2025, Rick Davis SECONDED the motion. The motion passed unanimously.

4. Lease with Town of Hatch

Our lease with the Town of Hatch is due again in July. Kerri Justus will talk to the Town of Hatch and see what the charge will be for the upcoming year. Last year it was \$700 for office space for the year and \$25 per meeting (4 quarterly meetings) for a total of \$800. Kerri Justus will meet with the Town of Hatch and let the Paunsaugunt Cliffs board know what the fee will be for the upcoming year prior to paying.

G. Introduction and Adoption of Resolutions and Ordinances.

None.

H. Unfinished Business.

1. Board Member Training

The board was reminded to complete training. Certificates will be emailed to Kerri Justus when completed.

I. New Business.

None.

J. Adjournment.

Rick Davis MOTIONED to adjourn; Patty Christensen SECONDED the motion. The motion passed unanimously. The meeting was adjourned at 7:57 p.m.