

GLEN CANYON SPECIAL SERVICE DISTRICT OF BIG WATER

Approved Minutes

Wednesday August 19, 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 5:30pm
2. **Roll Call** –Jim Lybarger, Mark Gangola, Jennie Lassen, Jim Loyd, Graydon Meeks all here.
3. **Discussion-** Privacy policy coming soon.
HR designee and policy discussions. Peggy is already performing the HR roles as defined, this is just official designation as required by State Code for Special Districts. Peggy has received the HR management training and continues the education annually since becoming full time and taking over HR duties for both the Town and the District. Discussion on why this has not been done for the District when Peggy became full time. Stephanie explains she just came across this State Code and realized this had to be done. Discussion on State Code updates duty to inform the municipalities of code updates. These updates are extensive and while legislative updates are often addressed at conferences, not every update is addressed. There were over 400 updates related to municipalities last year alone.
Garbage changeover- Stephanie explains that we are going to try to have as smooth a transition as possible. Accounts will be all cleaned up and we can make sure that everyone who is receiving service also has an active account.
Financials- Verification of a charge to Littles Diesel Service, that it was for some work on the backhoe. Was new equipment purchased for the new well? David says it was estimated to take at least 5 weeks for the equipment to come in, now they are quoting him 17 weeks for the equipment.
4. **Close Work Session** – Work session closed at 5:57pm.

MEETING

1. **Call to Order** -Jennie calls to order at 6:00pm
2. **Roll Call** – Jim Lybarger, Mark Gangola, Jennie Lassen, Jim Loyd, Graydon Meeks all present.
3. **Statement of Conflict** – Gangola- possible conflict as a contract IT worker with the Town and District, would be included in the financials.
4. **Citizen Comments** - Matt Fisher, running for Kane County Commissioner. Looking to see what the issues are in the area and will leave business cards. Wryht Short, has a few questions- how much will trash service cost and where will the trash be going? Will save \$7.36 per month for 96 gallon cans. Trash goes to Kanab.
Tom Reneau, we currently have residents hauling cans to the top of the street off Freedom drive, currently, Republic drives down to pick up the cans then backs up to the main road. Will that continue? Mark answers that Pro Waste has mentioned in the meeting that they will be willing to accommodate residents' needs on where the trash can may need to be picked up. Wryht Short asks if trash service will continue on the same schedule. Yes, on Wednesdays.
5. **Approval of July Minutes** – Lybarger motions, Gangola seconds, Lybarger yes, Gangola yes, Lassen yes, Loyd yes, Meeks yes. Minutes are approved.
6. **Water Master Report** – David reports that we haven't had any major issues this month. The north well has been handling the gravel pit water usage just fine. He has replaced a couple meter setters and fixed some leaks. We are waiting for the parts for the South Well and expected eta is 17 weeks. Graydon wants to revisit the building at the north well. We will add to next month's agenda. We have some estimates and would like to move forward with bids and design. There will need to be some coordination with Garkane to move the power inside the building and Pat Bendell to make sure the equipment is functional.
7. **Treasurer Report-** Peggy is out after a medical procedure. Stephanie reads her report. Nothing major to report, we are on track with revenue and expenses.
8. **OLD BUSINESS-**
 - A.) **Discussion and Possible Action on Adopting a Privacy Policy-** State still has not gotten a new draft out, but clerks will be working on drafting a policy with an old version to meet our District needs.

9. NEW BUSINESS

- A.) Discussion and Possible Action on Resolution 2026-09 Adopting a Human Resources Management Policy for the District pursuant to Utah State Code 17B-1-805-** Jim Lybarger would like to make sure we don't already have a resolution in place for this. Discussion on when Peggy was made full time. Jennie motions to adopt Resolution 2026-09 Adopting a Human Resources Management Policy for the District. Graydon seconds. Lybarger No, Gangola Yes, Lassen Yes, Loyd No, Meeks Yes. Motion carries.
- B.) Discussion and Possible Action on Resolution 2026-10 Designating Peggy Short as the Human Resources Designee Pursuant to Utah State Code 17B-1-805 –** Jennie explains this is something that has not been done for the District. Graydon and Lybarger would like to see the history of Peggy's position and how she became full-time. She has been performing duties as HR designee for a few years now. Board supports postponing for further review.
- C.) Discussion and Possible Action on Garbage Service Changeover Updates and Expectations-** Changeover will occur Sept 30 being the final pick up for Republic, Pro Waste will then drop off new cans. New rate with Pro Waste will be 23.60 for 96 gallon can vs the 30.96 being charged currently.
- D.) Discussion and Possible Action Approving Financials and Check Register-** Graydon motions to approve. Loyd seconds. Lybarger Yes, Gangola Yes, Lassen Yes, Loyd Yes, Meeks Yes. Financials are approved.
- E.) 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-** No Closed Session Called

- 10. ADJOURNMENT** – Lybarger motions to adjourn,. Gangola seconds. Lybarger Yes, Gangola Yes, Lassen Yes, Loyd Yes, Meeks Yes. 6:22 pm.