



BIG PLAINS WATER AND SEWER SPECIAL SERVICE DISTRICT MEETING

BOARD OF DIRECTORS, REGULAR MEETING

1777 N Meadowlark Dr, Apple Valley

Wednesday, August 10, 2022 at 6:00 PM

AGENDA

Notice is given that a meeting of the Water District of the Town of Apple Valley will be held on **Wednesday, August 10, 2022**, commencing at **6:00 PM** or shortly thereafter at **1777 N Meadowlark Dr, Apple Valley**.

Chairman | Andy McGinnis

Board Members | Frank Lindhardt | Harrold Merritt | Ross Gregerson |

Pursuant to the Executive Order issued by Governor Gary Herbert on March 18, 2020 regarding Electronic Public Meetings, please be advised that the meeting will be held electronically and broadcast via Zoom. Persons allowed to comment during the meeting may do so via Zoom. Login to the meeting by visiting:

<https://us02web.zoom.us/j/88667363731>

if the meeting requests a password use 1234

To call into meeting, dial (253) 215 8782 and use Meeting ID 886 6736 3731

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

DECLARATION OF CONFLICTS OF INTEREST

CONSENT AGENDA

1. Disbursement Listing for July 2022
2. Budget Report for Fiscal Year 2022

APPROVAL OF MINUTES

3. Minutes: June 15, 2022

WATER SUPERINTENDENT REPORT

ENGINEERING

DISCUSSION AND ACTION

4. Add Ross Gregerson as a signer on SBSU accounts
5. Add Harold Merritt as a signer on the SBSU construction account
6. Issue Andy McGinnis a debit card

REQUEST FOR A CLOSED SESSION

ADJOURNMENT

CERTIFICATE OF POSTING: I, Jenna Vizcardo, as duly appointed Recorder for the Town of Apple Valley, hereby certify that this Agenda was posted at the Apple Valley Town Hall, the Utah Public Meeting Notice website <http://pmn.utah.gov>, Spectrum classified and the Town Website www.applevalleyut.gov.

THE PUBLIC IS INVITED TO PARTICIPATE IN ALL COMMUNITY EVENTS AND MEETINGS
In compliance with the American with Disabilities Act, individuals needing special accommodations (Including auxiliary communicative aids and services) during this meeting should call 435-877-1190.

Big Plains Water & Sewer Special Service District
Disbursement Listing
Checking - SBSU - 07/01/2022 to 07/31/2022

Item 1.

Payee Name	Reference Number	Payment Date	Payment Amount	Void Date	Void Amount	Source
Payroll	0701221200	07/01/2022	\$1,672.18			Paycheck
Harris, Dale E.	X999	07/01/2022	\$0.00			Paycheck
Internal Revenue Service	EFTPS0705202	07/05/2022	\$470.50			Payroll
Health Equity	HE07052022	07/05/2022	\$134.62			Payroll
Rocky Mountain Power Company	RMP06152022	07/05/2022		07/05/2022	\$877.31	Purchasing
Utah Retirement Systems	URS07012022	07/05/2022	\$384.91			Payroll
ChemTech-Ford Laboratories	1221	07/06/2022	\$40.00			Purchasing
Blue Stakes of Utah 811	1222	07/06/2022	\$120.20			Purchasing
Scholzen Products Company, Inc.	1223	07/06/2022	\$414.08			Purchasing
Apple Valley Storage, LLC	AVS07052022	07/06/2022	\$95.00			Purchasing
Superior Technical Solutions	STS07052022	07/06/2022	\$45.00			Purchasing
Health Equity	HE07132022	07/13/2022	\$2.25			Purchasing
Payroll	0715221200	07/15/2022	\$1,672.18			Paycheck
Internal Revenue Service	EFTPS0719202	07/15/2022	\$470.50			Payroll
Bistline, Tyson and Heather	1225	07/19/2022	\$100.00			Purchasing
Cooke, Kent	1226	07/19/2022	\$100.00			Purchasing
Gibson, Austin	1227	07/19/2022	\$100.00			Purchasing
Hakanson, Edward A	1228	07/19/2022	\$100.00			Purchasing
Hood, Tara	1229	07/19/2022	\$100.00			Purchasing
Schumacher, Darold & Darlene	1230	07/19/2022	\$100.00			Purchasing
Shapley, Anthony	1231	07/19/2022	\$100.00			Purchasing
Shapley, Terri	1232	07/19/2022	\$100.00			Purchasing
Internal Revenue Service	EFTPS0719202	07/19/2022		07/19/2022	\$470.50	Payroll
Utah Retirement Systems	URS07132022	07/19/2022	\$374.49			Payroll
City of St. George	1233	07/20/2022	\$60.00			Purchasing
Revco Leasing	1234	07/20/2022	\$151.20			Purchasing
State Bank of Southern Utah	CREDIT072020	07/20/2022	\$568.51			Purchasing
Health Equity	HE07202022	07/20/2022	\$134.62			Payroll
USDA Rural Development	USDA07202022	07/20/2022	\$1,269.00			Purchasing
USDA Rural Development	USDA07202022	07/20/2022	\$9,271.00			Purchasing
Public Employees Health Program	1235	07/21/2022		07/21/2022	\$566.99	Payroll
Public Employees Health Program	1235	07/21/2022	\$566.99			Payroll
Public Employees Health Program	1236	07/21/2022		07/21/2022	\$566.99	Payroll
Public Employees Health Program	PR07212022	07/21/2022		07/21/2022	\$566.99	Payroll
Rocky Mountain Power Company	RMP07222022	07/26/2022	\$2,149.51			Purchasing
Galloway & Company	1237	07/27/2022	\$62.50			Purchasing
Payroll	0729221200	07/29/2022	\$1,672.18			Paycheck
Ruesch & Reeve	1238	07/29/2022	\$1,557.85			Purchasing
Scholzen Products Company, Inc.	1239	07/29/2022	\$18.78			Purchasing
Internal Revenue Service	EFTPS0729202	07/29/2022	\$470.50			Payroll
Health Equity	HE07292022	07/29/2022	\$134.62			Payroll
Utah Retirement Systems	URS07292022	07/29/2022	\$374.49			Payroll
			\$25,157.66			
					\$3,048.78	

Big Plains Water & Sewer Special Service District

Standard Financial Report

51 Big Plains Water & Sewer SSD - 07/01/2022 to 07/31/2022

8.33% of the fiscal year has expired

Item 2.

	Prior Year Actual	July Actual	Current Year Actual
Net Position			
Assets:			
Current Assets			
Cash and cash equivalents			
1111 Checking	20,748.22	29,032.44	49,780.66
1113 SBSU Construction Checking	56.72	0.00	56.72
1122 PTIF 8032 Impact Fees	136,221.08	190.03	136,411.11
1123 PTIF 8339 Savings	3,843.25	5.36	3,848.61
1126 PTIF 8667 Reserves	106,473.01	148.53	106,621.54
1191.1 Restricted Cash	370,018.00	0.00	370,018.00
1191.2 Restricted Cash Offset	(370,018.00)	0.00	(370,018.00)
Total Cash and cash equivalents	267,342.28	29,376.36	296,718.64
Receivables			
1421 Due from other governments	60,601.27	(3,618.06)	56,983.21
1422 Due from other governments-Security Deposits	13,750.00	0.00	13,750.00
Total Receivables	74,351.27	(3,618.06)	70,733.21
Total Current Assets	341,693.55	25,758.30	367,451.85
Non-Current Assets			
Capital assets			
Work in Process			
1601 Work in Progress	529,128.81	0.00	529,128.81
Total Work in Process	529,128.81	0.00	529,128.81
Property			
1610 Land	21,507.00	0.00	21,507.00
1611 Water Rights	996,483.17	0.00	996,483.17
1621 Source Structures & Improvements	1,139,867.87	0.00	1,139,867.87
1631 Source Supply Mains	2,972,575.06	0.00	2,972,575.06
1632 Storage Tanks and Reservoirs	1,137,795.73	0.00	1,137,795.73
1633 Meters	1,436.16	0.00	1,436.16
1661 Power Operated Equipment	39,452.00	0.00	39,452.00
1662 Office Equipment	2,679.99	0.00	2,679.99
Total Property	6,311,796.98	0.00	6,311,796.98
Accumulated depreciation			
1721 A/D Source Structures & Improvements	(163,810.19)	(2,428.68)	(166,238.87)
1731 A/D Source Supply Mains	(545,235.62)	(6,192.86)	(551,428.48)
1732 A/D Storage Tanks and Reservoirs	(259,441.78)	(2,370.41)	(261,812.19)
1733 A/D Meters	(1,157.07)	(23.94)	(1,181.01)
1761 A/D Power Operated Equipment	(18,221.94)	(228.13)	(18,450.07)
1762 A/D Office Equipment	(2,538.18)	(11.33)	(2,549.51)
Total Accumulated depreciation	(990,404.78)	(11,255.35)	(1,001,660.13)
Total Capital assets	5,850,521.01	(11,255.35)	5,839,265.66
Other non-current assets			
1800 Deferred Outlays- Pension	14,093.00	0.00	14,093.00
Total Other non-current assets	14,093.00	0.00	14,093.00
Total Non-Current Assets	5,864,614.01	(11,255.35)	5,853,358.66
Total Assets:	6,206,307.56	14,502.95	6,220,810.51
Liabilities and Fund Equity:			
Liabilities:			
Current liabilities			
2131 Accounts Payable	(9,244.09)	4,361.10	(4,882.99)
2211 Accrued Payroll Payable	(2,529.48)	1,672.18	(857.30)
2212 Payroll Liability Clearing	(1,310.54)	1,350.56	40.02
2222 Accrued state WTH Payable	0.00	(269.31)	(269.31)
2224 Accrued Health Insurance Payable	(456.35)	(279.29)	(735.64)
2230 Security Deposits Payable	(13,750.00)	0.00	(13,750.00)
2300 Accrued Interest	(4,112.45)	3,273.69	(838.76)
2550 Compensated Absences	(4,508.00)	0.00	(4,508.00)
Total Current liabilities	(35,910.91)	10,108.93	(25,801.98)
Deferred revenue			
2500 Net Pension Liability	(2,322.00)	0.00	(2,322.00)
2510 Deferred Inflow - Pension	(18,324.00)	0.00	(18,324.00)

Big Plains Water & Sewer Special Service District

Standard Financial Report

51 Big Plains Water & Sewer SSD - 07/01/2022 to 07/31/2022

8.33% of the fiscal year has expired

Item 2.

	Prior Year Actual	July Actual	Current Year Actual
	<u>(20,646.00)</u>	<u>0.00</u>	<u>(20,646.00)</u>
Total Deferred revenue			
Long-term liabilities			
2510.1 2012 Water Project Issued	(2,540,000.00)	0.00	(2,540,000.00)
2510.2 2012 Water Project Repaid	680,000.00	0.00	680,000.00
2510.3 2012 Water Project Current	(85,000.00)	0.00	(85,000.00)
2510.4 2012 Water Project Current Offset	85,000.00	0.00	85,000.00
2520.1 2015 Water Bond 01 Issued	(2,364,800.00)	0.00	(2,364,800.00)
2520.2 2015 Water Bond 01 Repaid	216,523.54	3,005.19	219,528.73
2520.3 2015 Water Bond 01 Current	(36,646.49)	0.00	(36,646.49)
2520.4 2015 Water Bond 01 Offset	36,646.49	0.00	36,646.49
2521.1 2015 Water Bond 02 - Issued	(300,000.00)	0.00	(300,000.00)
2521.2 2015 Water Bond 02 - Repaid	24,966.70	352.22	25,318.92
2521.3 2015 Water Bond 02 - Current	(4,305.02)	0.00	(4,305.02)
2521.4 2015 Water Bond 02 - Current Offset	4,305.02	0.00	4,305.02
2522.1 2016 Aquafers Study - Issued	(41,000.00)	0.00	(41,000.00)
2522.2 2016 Aquafers Study - Repaid	41,000.00	0.00	41,000.00
2523.1 2018 Water Bond A Issued	(88,000.00)	0.00	(88,000.00)
2523.2 2018 Water Bond A Repaid	16,000.00	0.00	16,000.00
2523.3 2018 Water Bond A Current	(4,000.00)	0.00	(4,000.00)
2523.4 2018 Water Bond A Offset	4,000.00	0.00	4,000.00
2524.1 2018 Water Bond B Issued	(362,000.00)	0.00	(362,000.00)
2524.2 2018 Water Bond B Repaid	45,000.00	0.00	45,000.00
2524.3 2018 Water Bond B Current	(11,000.00)	0.00	(11,000.00)
2524.4 2018 Water Bond B Offset	11,000.00	0.00	11,000.00
Total Long-term liabilities	<u>(4,672,309.76)</u>	<u>3,357.41</u>	<u>(4,668,952.35)</u>
Total Liabilities:			
Equity - Paid In / Contributed			
2940.1 Bond Restricted-Bond Reserve Fund	(153,257.00)	0.00	(153,257.00)
2940.2 Restricted - Bond Debt Svc	(58,402.00)	0.00	(58,402.00)
2950 Restricted - Capital Facility Replacement	(158,359.00)	0.00	(158,359.00)
2981 Retained Earnings	(1,107,422.89)	(27,969.29)	(1,135,392.18)
Total Equity - Paid In / Contributed	<u>(1,477,440.89)</u>	<u>(27,969.29)</u>	<u>(1,505,410.18)</u>
Total Liabilities and Fund Equity:			
Total Net Position	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

Big Plains Water & Sewer Special Service District

Standard Financial Report

51 Big Plains Water & Sewer SSD - 07/01/2022 to 07/31/2022

8.33% of the fiscal year has expired

Item 2.

	Prior Year Actual	July Actual	Current Year Actual	Budgeted
Income or Expense				
Income From Operations:				
Operating income				
5140 Water Sales	367,516.34	34,524.72	34,524.72	0.00
5150 Water Standby Fees	42,653.72	3,248.23	3,248.23	0.00
5310 Connection Fees	5,172.79	1,830.00	1,830.00	0.00
5410 Late Penalties and Fees	1,323.18	0.00	0.00	0.00
5490 Other Operating Income	6,133.21	75.00	75.00	0.00
Total Operating income	422,799.24	39,677.95	39,677.95	0.00
Operating expense				
6010 Clerical Contractor Labor	(5,660.08)	0.00	0.00	0.00
6011 Town Interlocal Agreement Costs	2,978.25	0.00	0.00	0.00
6013 Water Salaries and Wages	56,247.07	4,168.00	4,168.00	0.00
6014 Water Benefits	32,788.12	1,892.89	1,892.89	0.00
6021 Public Postings	24.82	0.00	0.00	0.00
6023 Travel/Fuel	323.52	0.00	0.00	0.00
6025 Books/Subscriptions/Memberships	2,609.00	0.00	0.00	0.00
6030 Admin Supplies and Expenses	4,351.24	196.20	196.20	0.00
6032 Postage	642.07	0.00	0.00	0.00
6035 Bank Service Charges	62.68	0.00	0.00	0.00
6036 Bad Debt	221.56	0.00	0.00	0.00
6040 Professional Service	(17,020.70)	62.50	62.50	0.00
6043 Accounting & Audit Fees	19,800.00	0.00	0.00	0.00
6044 Water Testing	7,966.00	296.97	296.97	0.00
6045 Legal Fees	3,060.00	1,557.85	1,557.85	0.00
6050 System Maintenance and Repairs	269.20	0.00	0.00	0.00
6051 System Equipment	11,360.69	95.00	95.00	0.00
6052 Well Maintenance and Repairs	670.41	18.78	18.78	0.00
6053 Tank Maintenance and Repairs	84.57	0.00	0.00	0.00
6060 Equipment Costs other than Fuel	1,086.74	0.00	0.00	0.00
6061 Equipment Fuel	2,671.76	371.54	371.54	0.00
6067 Utilities	22,778.62	(877.31)	(877.31)	0.00
6070 Insurance	2,890.08	0.00	0.00	0.00
6095 Depreciation Expense	135,064.20	11,255.35	11,255.35	0.00
Total Operating expense	285,269.82	19,037.77	19,037.77	0.00
Total Income From Operations:	137,529.42	20,640.18	20,640.18	0.00
Non-Operating Items:				
Non-operating income				
5520 Impact Fees	135,976.00	10,894.09	10,894.09	0.00
5610 Interest Income	725.72	343.92	343.92	0.00
Total Non-operating income	136,701.72	11,238.01	11,238.01	0.00
Non-operating expense				
6080 Interest Expense	107,886.68	3,908.90	3,908.90	0.00
Total Non-operating expense	107,886.68	3,908.90	3,908.90	0.00
Total Non-Operating Items:	28,815.04	7,329.11	7,329.11	0.00
Total Income or Expense	166,344.46	27,969.29	27,969.29	0.00



**BIG PLAINS WATER AND SEWER SPECIAL SERVICE
DISTRICT PUBLIC HEARING AND MEETING
BOARD OF DIRECTORS, REGULAR MEETING
1777 N Meadowlark Dr, Apple Valley
Wednesday, June 15, 2022 at 6:00 PM**

MINUTES

Chairman | Andy McGinnis

Board Members | Frank Lindhardt | Barratt Nielson | Kevin Sair | Robin Whitmore

CALL TO ORDER-Meeting called to order by Chairman Andy McGinnis @ 6:00pm.

PLEDGE OF ALLEGIANCE- Led by Board member Frank Lindhardt.

ROLL CALL

PRESENT

Chairman Andy McGinnis

Board Member Frank Lindhardt

Board Member Kevin Sair

Board Member Robin Whitmore

ABSENT

Board Member Barratt Nielson

DECLARATION OF CONFLICTS OF INTEREST

No conflicts of interest declared.

CONSENT AGENDA

1. Disbursement Listing--5/1/22-5/31/22

After reviewing the listing, Chairman McGinnis called for a motion.

Motion to approve May 2022 Disbursement Listing for Big Plains Sewer and Water.

Motion made by Board Member Whitmore, Seconded by Board Member Lindhardt.

Voting Yea: Chairman McGinnis, Board Member Lindhardt, Board Member Sair, Board Member Whitmore

The vote was unanimous, and the motion carried.

2. Financial Report--7/1/21-5/31/22

After reviewing the reports, Chairman McGinnis called for a motion.

Motion to approve the Financial Report from 7/1/21-5/31/22.

Motion made by Board Member Lindhardt, Seconded by Board Member Whitmore.

Voting Yea: Chairman McGinnis, Board Member Lindhardt, Board Member Sair, Board Member Whitmore

The vote was unanimous, and the motion carried.



**BIG PLAINS WATER AND SEWER SPECIAL SERVICE
DISTRICT PUBLIC HEARING AND MEETING
BOARD OF DIRECTORS, REGULAR MEETING
1777 N Meadowlark Dr, Apple Valley
Wednesday, June 15, 2022 at 6:00 PM**

MINUTES

PUBLIC HEARING

2. Proposed Fiscal Year 2023 Budget

Board member Lindhardt motioned to open.

Opened the public hearing for the Proposed Fiscal Year 2023 Budget, Amendments to Fiscal Year 2022 Budget, and Enterprise Transfer of Funds.

Motion made by Board Member Lindhardt, Seconded by Board Member Whitmore.

Voting Yea: Chairman McGinnis, Board Member Lindhardt, Board Member Sair, Board Member Whitmore
The vote was unanimous, and the motion carried.

Chairman McGinnis asked for public comments.

No public comments were offered.

Motion to close public hearing for Proposed Fiscal Year 2023 Budget, Amendments to Fiscal Year 2022 Budget, and Enterprise Transfer of Funds

Motion made by Board Member Sair, Seconded by Board Member Lindhardt.

Voting Yea: Chairman McGinnis, Board Member Lindhardt, Board Member Sair, Board Member Whitmore
The vote was unanimous, and the motion carried.

4. Amendments to Fiscal Year 2022 Budget

See Agenda Item #3

5. Enterprise Transfer of Funds

See Agenda Item #3

Engineering Report- Rod Mills

Engineering update for new ECWAG (Emergency Community Water Assistance Grants) re: application basic information needed by USDA. We are down to the last 2-3 issues. i.e.: Manage budget, how we are going to demonstrate. Anticipate this to be back in their court by this time next week.

Board member Lindhardt questioned what the estimated response time for completion after application is complete.

Rod Mills experience has been a month. Goes to review group in Utah and the back to DC. A month until we get it into Washington and after that then can move into the next phase of the project.

ECWAG is 100% grant based on need up to \$1 million dollars. We are over the budget of \$1 million after recent estimate. Prices have been going up. 10-inch pipe is \$78 a lineal foot and we are doing 2.8 miles. He has been in contact with other agencies for other funding. May get into spot in next 30 days to value engineer and other options. Chairman McGinnis thanks Rod Mills.



Item 3.

BIG PLAINS WATER AND SEWER SPECIAL SERVICE DISTRICT PUBLIC HEARING AND MEETING

BOARD OF DIRECTORS, REGULAR MEETING

1777 N Meadowlark Dr, Apple Valley
Wednesday, June 15, 2022 at 6:00 PM

MINUTES

DISCUSSION AND ACTION

6. Adopting Fiscal Year 2023 Annual Budget, Amending Fiscal Year 2022 Annual Budget, and Approving Enterprise Fund Balance Transfer-Resolution BPW-R-2022-08.

Jauna McGinnis, Town Administrator shared her screen and states she has made additional changes which have been given to the Board and on the screen for everyone to view. We can discuss changes or questions.

Board member Frank Lindhardt asks about Line 6052--Well Maintenance and Repairs. Jauna McGinnis, Town Administrator: Blue Line is for amended budget to show what projected. Green line is for the proposed budget. Three components to well maintenance 6050, 6051, 6052. Chairman McGinnis mentioned \$30,000 plus with those line items to cover well maintenance.

No further changes were made to budget or amended budget.

As an Enterprise fund it's necessary to let our customers know when transferring funds. In this case it is going from District Enterprise Fund to the Town's General Fund for services provided by the Town.

Chairman McGinnis read resolution aloud.

Motion to accept BPW-R-2022-08 A Resolution Adopting Fiscal Year 2023 Annual Budget, Amending Fiscal Year 2022 Annual Budget, And Approving Enterprise Fund Balance Transfer.

Motion made by Board Member Lindhardt, Seconded by Board Member Sair.

ROLL CALL VOTE

Board Member Whitmore- Aye

Board Member Sair- Aye

Board Member Lindhardt- Aye

Chairman McGinnis- Aye

The vote was unanimous, and the motion carried.

7. Approval of Well Drilling Policy-- Resolution No. BPW-R-2022-09

Chairman McGinnis read resolution aloud.

Make correction to add "14" after chapter on last line on Resolution.

Chairman McGinnis explained this will be a permitted application by District and Towns approval. Ultimately the goal is to protect our aquifer. As we add straws to the bathtub were not currently able to check usage and ensure the water rights are equivalent of what is allowed. Allows us a better tool to ultimately cut down the amount of draw in our aquifer. Engineer Rod Mills added Water district has a specific mandate under charter



Item 3.

BIG PLAINS WATER AND SEWER SPECIAL SERVICE DISTRICT PUBLIC HEARING AND MEETING

BOARD OF DIRECTORS, REGULAR MEETING

1777 N Meadowlark Dr, Apple Valley
Wednesday, June 15, 2022 at 6:00 PM

MINUTES

to protect ground water in jurisdiction. This is one of those steps. Board member Lindhardt also added other cities have this policy to protect water.

Chairman McGinnis called for a motion.

Motion made to accept resolution BPW-R-2022-09 for Big Plains Water and Sewer Special Service District, a resolution prohibiting well drilling in its boundaries including correction to add "14" after "Chapter" on last line of Resolution.

Motion made by Board Member Sair, Seconded by Board Member Whitmore.

Roll Call Vote

Board Member Whitmore- Aye

Board Member Sair- Aye

Board Member Lindhardt- Aye

Chairman McGinnis- Aye

The vote was unanimous, and the motion carried.

REQUEST FOR A CLOSED SESSION

None

ADJOURNMENT

Motion to Adjourn at 6:33 pm.

Motion made by Board Member Sair, Seconded by Board Member Whitmore.

Voting Yea: Chairman McGinnis, Board Member Lindhardt, Board Member Sair, Board Member Whitmore

The vote was unanimous, and the motion carried.

Date Approved: _____

Approved BY: _____

Chairman | Andy McGinnis

Attest BY: _____

Town Clerk-Recorder | Jenna Vizcardo