

Paunsaugunt Cliffs Special Service District Quarterly Meeting
Town of Hatch Community Center
September 12, 2022

BOARD CHAIRMAN: Todd Eggleston

BOARD MEMBERS PRESENT: Dennis Davenport
Patty Christensen

BOARD MEMBERS ABSENT: None

STAFF: Kerri Justus, Clerk.

STAFF ABSENT: Dan Thornton, Water Operator.

PUBLIC PRESENT: Cindy Davenport

A. Meeting Called to Order

Todd Eggleston called the meeting to order at 6:30 p.m.

B. Approval of Previous Minutes

1. June 27, 2022

The minutes were previously reviewed by all board members. Dennis Davenport MOVED to accept the June 27, 2022, minutes; Patty Christensen SECONDED the motion. The motion passed unanimously.

C. Review Checkbook Register & Budget

The board members previously reviewed the checkbook register and budget. Dennis Davenport MOVED to approve the checkbook register and budget; Todd Eggleston SECONDED the motion. The motion passed unanimously.

D. Public Hearing - None.

E. Petitions, Remonstrations, and Communications

1. Water Bills - Delinquents

There is one owner who owns 2 lots, Lot 1 & Lot 41, and he is delinquent on stand-by fees. He owes \$1,334.72. The board will review this account at the December meeting and decide how to proceed.

2. Water Rate Increase

The board discussed raising water rates and changes to the way water is billed. The board would like to stop billing for overages annually and only charging overages to lot owners who go over the annual amount of allotted water. The board would like to bill for water and any overages on a monthly basis. Also changes were discussed to the base charge of water for lots allotted more than the 12,000 gallons per month. Kerri Justus will have a new ordinance for the board to review at the December meeting.

3. Water Right Protests

The board reviewed the water right protest letters that were previously emailed to them. It was decided to have Ensign Engineering help with responding to them. Todd Eggleston and Kerri Justus will be in contact with Ensign Engineering.

4. Generator Recommended Repairs

The board reviewed the recommended generator repairs from Wheeler Machinery. The board is concerned about the total amount submitted and if Paunsaugunt Cliffs Special Service District can afford it at this time. One recommended repair that concerns the board is the generator is not producing enough voltage for the booster station pump to run and have enough pressure for the water system. The board would like Dan Thornton to contact Wheeler Machinery and get a new bid for only the fuel injector pump replacement and the load test. The board will review the new bid and decide whether to proceed with the recommended repairs.

5. Drinking Water Source Protection Plan

The Drinking Water Source Protection Plan is due by December 31, 2022. Until this year, you were able to review our previous water source protection plan and update it with no changes. The requirements have changed and there has to be documentation on what has been done to protect our water source. Dan Thornton is going to contact Ensign Engineering and see if they can help with information to submit the report. The report will be on the December agenda for review and adoption.

6. Cross Connection Control Program/Report

Per the State, all community water districts must have a developed Cross Connection Control Program established and a Program Administrator in place by December 31, 2022. There are 5 components to the program with the biggest one being a Program Administrator. Dan Thornton has reached out to the Rural Water Association and they do not have a way for districts to piggyback with them for an Administrator. The board would like Dan Thornton to compile a Cross Connection Plan with everything but the Program Administrator part for the December meeting. The board will review the plan and adopt it at the December meeting.

7. Budget for 2023

The board reviewed the numbers from the 2022 budget that needed to be amended and discussed the 2023 budget. The board went through the budget line by line. Kerri Justus will work with the board and have the 2022 amended budget and the 2023 final budget ready for adoption in December.

F. Introduction and Adoption of Resolutions and Ordinances - None.

G. Report of Officers

1. Water Operator - Dan Thornton

a. Meter Reading Report

All meters have been read. Matt Walter called and notified Todd Eggleston and Dan Thornton that there is a 2 inch water line that goes to the ranch houses. This water connection is not metered and there is no water use through this line at this time.

We are still waiting for our shipment of new water meters. Dan Thornton is hoping within the month.

Dan Thornton has purchased an additional 10 signs and flags for hydrant maintenance and should have all completed by next month.

b. Well Production

June 2022 - 579,700 gallons

July 2022 - 461,500 gallons

August 2022 - 430,400 gallons

c. Water Sample Tests

Bacteria water sample tests have all come back negative. There are additional water test samples for Inorganics & Metals; Nitrate; Sulfate, Sodium & TDS due this year. They have been submitted to the lab and we are now awaiting the results.

H. Unfinished Business - None

I. New Business - None

J. Adjournment

Todd Eggleston MOTIONED to adjourn; Dennis Davenport SECONDED the motion. The motion passed unanimously. The meeting was adjourned at 8:00 p.m.