

Paunsaugunt Cliffs Special Service District Quarterly Meeting
Town of Hatch Community Center
March 6, 2023

BOARD CHAIRMAN: Todd Eggleston

BOARD MEMBERS PRESENT: Dennis Davenport
Patty Christensen

BOARD MEMBERS ABSENT: None

STAFF: Kerri Justus, Clerk & Dan Thornton, Water Operator.

STAFF ABSENT: None.

PUBLIC PRESENT: Cindy Davenport.

A. Meeting Called to Order

The meeting was called to order at 6:30 p.m.

B. Approval of Previous Minutes

1. December 12, 2022

The minutes were previously reviewed by all board members. Dennis Davenport MOVED to accept the December 12, 2022, minutes; Patty Christensen SECONDED the motion. The motion passed unanimously.

C. Review Checkbook Register & Budget

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

D. Public Hearing

The Public Hearing opened at 6:35 p.m.

1. Adoption of Ordinance 2023-2 (Cross Connection)

The board reviewed Ordinance 2023-2 pertaining to Cross Connection. Patty Christensen MOTIONED to adopt Ordinance 2023-2, Dennis Davenport SECONDED the motion. The motion passed unanimously.

E. Report of Officers.

1. Water Operator - Dan Thornton

a. Meter Reading Report

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

December 2022 - 83, 00 gallons

January 2023 - 76,000 gallons

February 2023 - 75,000 gallons

b. Well Production

December 2022 - 246,400 gallons

January 2023 - 252,792 gallons (estimated)

February 2023 - 218,674 gallons (estimated)

c. Water Sample Tests

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

We did have an elevated Antimony reading from our last inorganic metal test from August 2022.

We have been put on notice from the State Division of Drinking Water that monthly sampling for Antimony has to be conducted until further notice. Our last Antimony test has come within normal limits.

The repairs on the generator at the Booster Station have been completed. The injector pump repairs were done and the load test was successful. Some diesel fuel treatment has been added to the fuel tank. Wheeler Cat completed the work and an invoice should be sent soon. Kerri Justus will watch for the invoice.

F. Petitions, Remonstrations, and Communications.

1. Water Bills - Delinquents

There is one delinquent homeowner. He purchased his property in November and Kerri Justus has a name and address on where to send the invoices. She has mailed invoices to him and has not received any invoices back in the mail so she is assuming he is receiving the invoices, but this homeowner has not made a payment. Kerri Justus was wondering if the board has a phone number or email contact for him. Todd Eggleston thought maybe his wife did so he would check with her. Kerri Justus will follow up with this.

2. Water Rate Increase

The board discussed changing the water use and stand-by fee monthly amounts. As of now each homeowner is allowed 12,000 per month with overages not being charged until the end of the year. By billing this way most homeowners do not go over the annual amount. The board agrees that an increase needs to be made and charging for overages needs to be done. Todd Eggleston brought different options to the board on what other communities charge. It was discussed to change our water use rate to a tiered system. The board proposed to change the water use fees to 8,000 gallons of water for the base amount of \$40 per month; \$2 per 1,000 gallons between 8,001 to 12,000 gallons; then \$5 per 1,000 gallons for anything above that. Kerri Justus stated how hard it is for billing purposes for any lots who have purchased extra water and had it deeded over to Paunsaugunt Cliffs Special Service District. The board discussed grandfathering the 4 lots who have done this and not allowing any other lots to do so. A new ordinance will be drafted and a public hearing will be scheduled for the June meeting for adoption of the new ordinance on water rates.

3. Annual Board Member Training

Kerri Justus reminded the board of annual training that needs to be done. The Open and Public Meetings Act Training 2023 has to be done yearly. The board decided to have the board members complete the training by the June meeting. Certificates are generated once the course is complete. Please send certificates to Kerri Justus to keep on file.

4. Self-Evaluation Form

Kerri Justus will email the Self-Evaluation Report to board members for review. The Self-Evaluation Form will have to be adopted at the June meeting and uploaded to the State Auditor's website by June 30, 2023.

G. Introduction and Adoption of Resolutions and Ordinances.

1. Ordinance 2023-1 (Meeting Schedule) - adoption

The board reviewed the ordinance pertaining to our meeting schedule. Dennis Davenport MOVED to adopt Ordinance 2023-1; Patty Christensen SECONDED the motion. The motion passed unanimously.

H. Unfinished Business.

None.

I. New Business.

None.

J. Adjournment.

Todd Eggleston MOTIONED to adjourn; Patty Christensen SECONDED the motion. The motion passed unanimously. The meeting was adjourned at 7:30 p.m.