



BIG PLAINS WATER AND SEWER SPECIAL SERVICE

DISTRICT MEETING

BOARD OF DIRECTORS, REGULAR MEETING

1777 N Meadowlark Dr, Apple Valley

Thursday, April 01, 2021 at 6:00 PM

MINUTES

Chairman | Harold Merritt

Board Members | Dale Beddo | Ross Gregerson | Jerry Jorgensen

CALL TO ORDER

PLEDGE OF ALLEGIANCE

Chairman Merritt called this meeting to order at 6:00pm and leads in the pledge of allegiance.

ROLL CALL

PRESENT

Chairman Harold Merritt

Board Member Ross Gregerson

Board Member Jerry Jorgensen

ABSENT

Board Member Dale Beddo

CONFLICT OF INTEREST DECLARATIONS

None.

APPROVAL OF MINUTES

1. **Minutes from December 3rd, 2021.**

Correction: Minutes are from **December 3rd, 2020.**

Chairman Merritt commented that in these minutes there was discussion about an impact fee study, and it was not clear as to what happened to it. Updates that an independent party is currently working on this study.

2. **Minutes from January 7th, 2021**
3. **Minutes from February 11th, 2021.**
4. **Minutes from February 17th, 2021.**

Motioned to accept minutes from December 3rd, 2020, January 7th, 2021, February 11th, 2021, and February 17th, 2021.

Motion made by Board Member Gregerson, Seconded by Board Member Jorgensen.

Voting Yea: Chairman Merritt, Board Member Gregerson, Board Member Jorgensen

The vote was unanimous, 3-0 and the motion carried.

FINANCIAL REPORT – John Barlow

Chairman Merritt excused John Barlow due to being out of town.

WATER SUPERINTENDENT REPORT – Dale Harris



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Dale Harris informs everyone that the sand blasting has been finished on the 50,000-gallon tank. They are currently looking into painting the tank but need to make sure everything meets drinking water standards. Mentions that water totals compared to 2019 and 2020, in 2019 we pumped 27 million gallons on the apple valley side and in 2020 we pumped 42 million gallons. In 2019 we pumped 11 million gallons in Cedar Point and in 2020 we are close to 23 million gallons from Cedar Point. This is the first year we have submitted for Canaan, and we only used 4.9 million out of the Canaan System and we ran 22 million down the creek. Feels it's important to get the million-gallon tank built so we can actually use the water being produced from Canaan. Reports he's finished several mainline connections throughout Apple Valley and within Cedar Point. Commented we had an inquiry looking for shares of water. He forwarded that inquiry onto Rod Mills. States that we paid \$400,000 in 2004 for water shares. They are still investigating these shares and the agreement made when they were purchased.

Board Member Gregerson asked Dale to clarify the water usage for Apple Valley.

Dale Harris explained how much water came from bulk water meters vs connections.

Board Member Gregerson asked about the status of Dale's work truck.

Dale Harris stated that the truck is running fine, they have replaced the battery and it's running the way it should.

Board Member Gregerson Jorgensen asked how far the line from the million-gallon tank is to the springs.

Engineer Rod Mills commented the line will be a little over 2 miles.

Dale Harris explained the plan for Canaan Springs and where the current project stands. They are not actively working on the line currently. He explained that Rod should answer that.

Board Member Meritt asked Dale Harris for an estimate on how many impact fees we are expecting to get.

Dale Harris commented we will be getting 9 from the Farrar project, the Cliff Garrison project will come with an impact fee, but the confirmed amount would be 11 with Robert's impact fee. Explains he knows of 2 others but can't recollect the information at this time.

ENGINEERING – Rod Mills

Rod Mills explained the Canaan Springs project is financially about 75% complete. With what is left over, they have an additional \$150,000 in the budget to work on the pipeline. In the original grant work, we had hoped to get down to the highway, but it wasn't allowed from the program we were working on as the max amount you could spend for pipelines was \$150,000. We are caught up on the budget and the paperwork. We've recently received some engineering reviews. The federal government is requiring some more documentation to complete the change order. We are in discussions with getting things back on schedule and finalizing the money for the pipeline. The rough part of the development is behind us. The \$150,000 will still not get us to the highway, but we hope that it will at least get us connected to an already existing line nearby. We are expected to come in under budget on this project. We are looking to apply for the same program in the future to connect the Canaan Springs to the Cedar Point line. This is something we've always wanted to do but have never been in a



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position to provide it. At this time, we aren't producing enough water in the Cedar Point system for the residents and expected building. The application has been set up and the numbers have been provided for how much we think that connection will cost. We are in a place where the clock is ticking for environmental notifications. We are required to send our letters to all of the federal entities who may be impacted by our project from an environmental perspective. Most of which will be Native American tribes that have holding within our area. Those letters have gone out and they have a certain amount of time to submit a reply. The environmental government agency will review input from both sides. He explained the offer of finding 2 feasible options instead of 1 and we did the environmental study on both which is a lot of work and would be in everyone's best interest. Both alignments showed very similar environmental issues. One did not seem worse or better than the other. There is a migratory bird that nests in the area a certain time of year and we were required to arrange our schedule around when that bird is nesting here. They also required a preliminary engineering report. The federal government came down and discussed alternatives in detail. One thing they suggested was reviewing out well heads within the cedar point system and comparing the rehabilitation of those wells to the pipeline connection. There is a possibility of getting a little bit more water, but we would end up spending a ton of money to get a very small return.

Chairman Merritt explained the easement through the Webb property is being reviewed by their attorneys at this time.

Rod Mills commented additionally, there has been a lot of activity relating to people inquiring about the availability of water. The gentlemen who have the property adjacent to the gas station has asked the district to begin our analysis of what the total impact fees and cost to the district would be for them to receive authorization to move forward with the project. There's a few of those projects on the table but they haven't gotten off the ground yet.

Dale Harris explained there was a 2-inch connection that was supposed to go to the station but that deal fell through so we will instead use that 2-inch connection to connect the guys across the road.

Rod Mills mentioned he will be evaluating the project to determine how much water usage would be required and we also need to look at the impact it will have on our system financially. We will be working on that analysis, and everything will be reviewed by the state. He brought up some procedures that were passed through the board many years ago on how developments will proceed through the district. That policy has felt like it went on the shelf since we started focusing on will serve letters. Suggest we take a look at the policies and procedures and go back to them. When we created our policies, we would use towns similar to ours for reference and adopted many of their policies. He feels we haven't enforced those policies and he would like to see that happen. Part of that policy also covers the developer's responsibility back to the district for review and analysis to determine if we can service them. Our policies had deposits that they were required to pay a head of time to thoroughly evaluate their application. He feels the formality leads to better transparency and they will serve letter will be resolved with this policy.

Board Member Gregerson asked where these policies are.

Rod Mills commented he feels that it was adopted, and we should investigate to find these policies. Doesn't think it made it to the manual but thinks it was adopted.



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Chairman Merritt explained he has been thinking about the training that is required for SSD and feels that once we have all our board members that we should do the standard training and we can roll the policy training into that training, he will have a discussion with Rod Mills regarding the policies.

Board Member Jorgensen commented this training should happen sooner rather than later.

Rod Mills mentioned what has come up in the recent weeks regarding what we are planning for our future. Shows a drawing to the board that identifies potential locations for reservoir and transition pipelines, and potentially spring developments. This document was created before we had the Canaan Springs. It shows that we had planned a million-gallon tank near that system, additionally there are two pipelines that run across the entire district. This is critical because where our district is as spread out as it is and Dale Harris needs to chlorinate some of the systems, some people will receive the bad water before we can release it into our systems. It's very difficult to control our water with just well heads.

Dale Harris explained there is contact time and detention time with the chlorine.

Rod Mills commented it's a situation that we inherited but this overall plan gives us a window into the future and give us a guide. Priority number 1 at that time was Canaan and we can now check that off. Commented we need to get back to focusing on the plan we created for our future. We think the community should know more about our plans and what we intend to help them going forward.

Chairman Merritt commented the responsibility of the board is to maintain the quality and quantity of water. We need to do something to make everyone is aware of the seriousness of the situation of our drought. We need to brainstorm some ways to inform the residents and suggested a mailer going out.

Dale Harris commented we should ask for conservation in the first letter and if we see no improvement, we should get a little stricter, especially on the Cedar Point side. Explains we no longer have the wells out there that we once had and all we have now is 80 gallons a minute.

Chairman Merritt commented he will start the process by writing a letter to the residents and we will look at it as a board and send it out to the residents before it gets too hot. He thinks in the next 2-3 weeks we could send out first mailing. Mentioned the contractor involved with Canaan has been completely paid.

DISCUSSION AND ACTION

5. Discussion and Possible Action on an Amendment to Article 2 of the Purchasing Policy for Big Plains Water and Sewer Special Service District

Chairman Merritt explained this was approved in the past and they thought it wasn't but they were able to find the minutes showing we voted on it so we will table this item.

Chairman Ross Gregerson commented I's from the September 4th, 2018 meeting and then the minutes were approved the next meeting to verify in the October 4th, 2018 meeting.

Item Tabled.

REQUEST FOR A CLOSED SESSION- None.



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ADJOURNMENT

Motioned to adjourn meeting.

Motion made by Board Member Jorgensen, Seconded by Treasurer/Board Member Gregerson.

Voting Yea: Chairman Merritt, Board Member Gregerson, Board Member Jorgensen

Meeting adjourns at 6:55pm.

The vote was unanimous, 3-0 and the motion carried.

Date Approved: _____

Approved BY: _____
Chairman | Andy McGinnis

Attest BY: _____
Recorder | Jenna Vizcardo