



BIG PLAINS WATER SPECIAL SERVICE DISTRICT MEETING

BOARD OF DIRECTORS, REGULAR MEETING

1777 N Meadowlark Dr, Apple Valley

Wednesday, September 25, 2024 at 6:30 PM

AGENDA

Notice is given that a meeting of the Water District of the Town of Apple Valley will be held on **Wednesday, September 25, 2024**, commencing at **6:30 PM** or shortly thereafter at **1777 N Meadowlark Dr, Apple Valley**.

Chairman | Michael Farrar

Board Members | Kevin Sair | Jane Prentice | Annie Spendlove | Scott Taylor

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/82661513795>

if the meeting requests a password use 1234

To call into meeting, dial (253) 215 8782 and use Meeting ID 8266151 3795

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

DECLARATION OF CONFLICTS OF INTEREST

CHAIR REPORT

DISCUSSION AND ACTION

- [1.](#) Well Drilling Permit Application for AV-2178-C. Applicant: Arleigh and Melissa Smith.
- [2.](#) Selling F-250 Truck.

CONSENT AGENDA

The Consent Portion of the Agenda is approved by one (1) non-debatable motion. If any Board Member wishes to remove an item from the Consent Portion of the agenda, that item becomes the first order of business on the Regular Agenda.

- [3.](#) Disbursement Listing for August 2024.
- [4.](#) Budget Report for Fiscal Year 2025 through August 2024.
- [5.](#) August 2024 Water Usage Comparison.
- [6.](#) Minutes: August 21, 2024.
- [7.](#) Minutes: September 4, 2024.

REQUEST FOR A CLOSED SESSION

BOARD MEMBER TRAINING WILL PROCEED AFTER MEETING IS CLOSED (FOR NEW BOARD MEMBERS ONLY).

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>, and the Town Website www.applevalleyut.gov.

THE PUBLIC IS INVITED TO PARTICIPATE IN ALL COMMUNITY EVENTS AND MEETINGS

In compliance with the Americans with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during this meeting should notify the Town at 435-877-1190 at least three business days in advance.



**BIG PLAINS WATER SPECIAL SERVICE
DISTRICT**

1777 N. Meadowlark Dr
Apple Valley, UT 84737
T: 435.877.1190 | F: 435.877.1192

Item 1.

Fee: \$250.00

WELL DRILLING PERMIT APPLICATION

Owner: Walter Arleigh Smith, Melissa Renee Smith		Phone: [REDACTED]	
Address: Unknown		Email: [REDACTED]	
City: Apple Valley	State: UT	Zip: 84737	
Agent: (If Applicable)		Phone:	
Address/Location of Property: Gould Wash Rd		Parcel ID: AV-2178-C	
Well Driller: Gardner Brothers Drilling		Well Driller Phone: 435-878-5602	
Well Driller Address: PO Box 965 Enterprise, UT 84725			
Proposed Use: Personal			

Please include the following:

- ☒ a. An accurate description of where the well will be drilled.
- ☒ b. Clear and convincing evidence that the application will not further deplete the District's water supply.
- ☒ c. Copies of all documents submitted to the State of Utah showing compliance with existing Utah law.
- ☒ d. Approval from the State of Utah to drill the well.

Official Use Only	Amount Paid: \$ 250.00	Receipt No: 52192
Date Received: RECEIVED SEP 04 202	Date Application Deemed Complete:	
By: [Signature]	By:	

**AFFIDAVIT
PROPERTY OWNER**

STATE OF UTAH)
)§
COUNTY OF WASHINGTON)

I (We) Walter Arleigh Smith, Melissa Renee Smith, being duly sworn, depose and say that I (We) am (are) the owner(s) of the property identified in the attached application and that the statements herein contained and the information provided identified in the attached plans and other exhibits are in all respects true and correct to the best of my (our) knowledge. I (We) also acknowledge that I (We) have received written instructions regarding the process for which I (We) am (are) applying and the Big Plains Water Special Service District staff have indicated they are available to assist me in making this application.

Melissa Renee Smith
Property Owner

Walter Arleigh Smith
Property Owner

Subscribed and sworn to me this 4th day of September, 2024.



Michelle Kinney
Notary Public

Residing in: Washington County Utah

My Commission Expires: Oct 15, 2026

AGENT AUTHORIZATION

I (We), _____, the owner(s) of the real property described in the attached application, do authorize as my (our) agent(s) _____ to represent me (us) regarding the attached application and to appear on my (our) behalf before any administrative body of the Big Plains Water Special Service District considering this application and to act in all respects as our agent in matters pertaining to the attached application.

Property Owner

Property Owner

Subscribed and sworn to me this _____ day of _____, 20____.

Notary Public
Residing in: _____

My Commission Expires: _____

Well Drilling Permit Application

Parcel ID: AV-2178-C

Walter Arleigh Smith

Melissa Renee Smith

PO Box 608

Hurricane, UT 84737

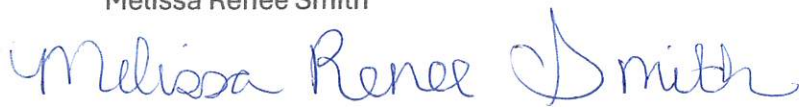
Description of Use:

Water from well to be drilled on AV-2178-C will be used by Owners Walter Arleigh Smith and Melissa Renee Smith in accordance with all state, city, and district laws and regulations.

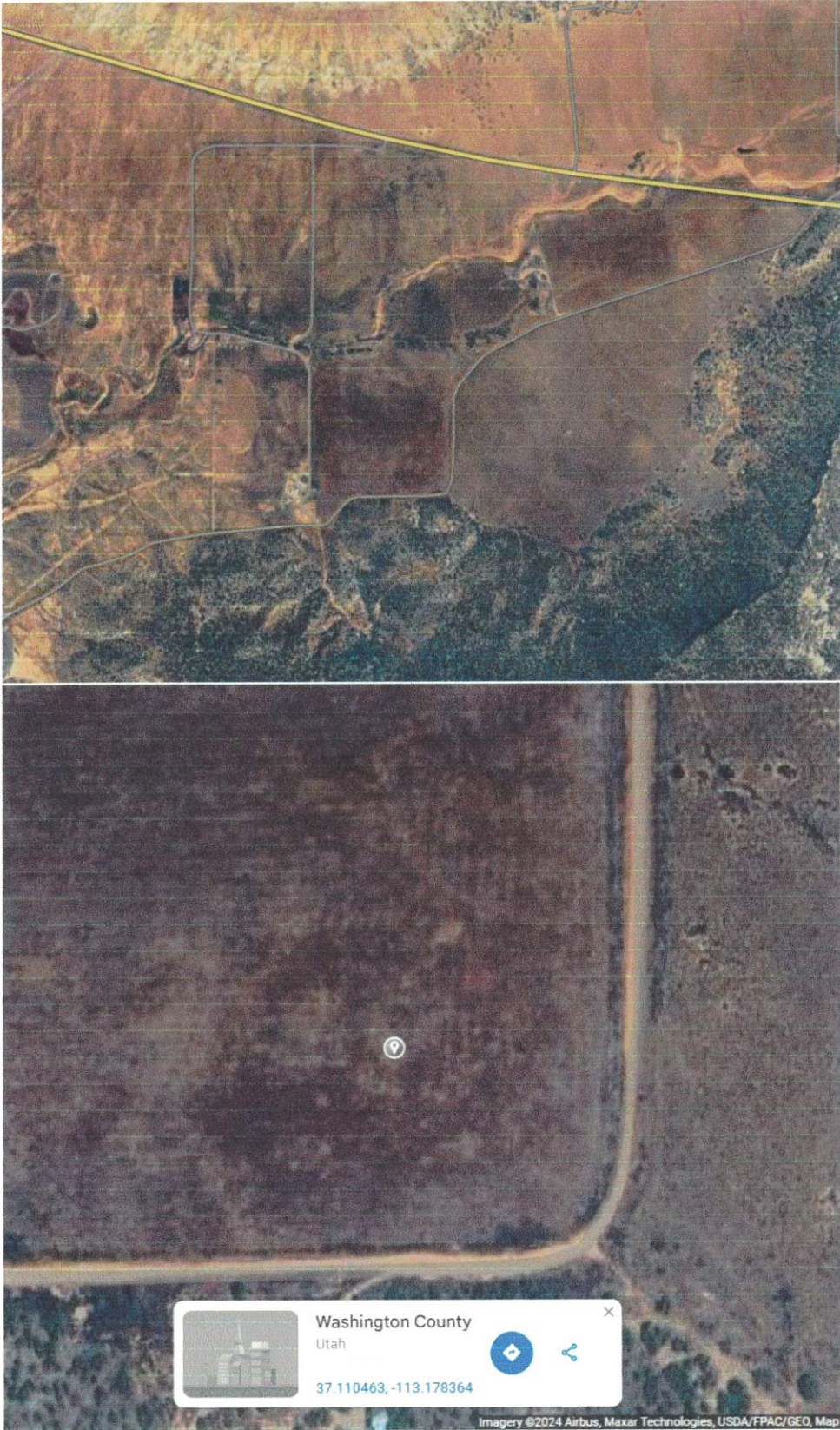
Walter Arleigh Smith



Melissa Renee Smith



Date 09/03/2024





11 North 300 West, Washington, Utah 84780
TEL 435 652 8450 | FAX 435 652 8416

June 13, 2024

Preliminary Water Service Letter
For
Walter and Melissa Smith
(1 lot)

The Apple Valley Municipal Code sets regulations on drilling wells within Big Plains service boundaries. Per Apple Valley Municipal Code 1.14.000 Well Drilling Policy "No person, firm, or corporation or other entity shall drill a well or cause a well to be drilled without applying for and receiving a permit from the District. No permit shall be issued until the requisite fee has been paid by the applicant. A person whose property is served by public water supply or is within 1,000 feet of the District service lines, may not drill or use for any purpose a water supply well where the groundwater which may be pumped by such well."

Parcel AV-2178-C is located further than 1000' from Big Plains water service lines and the Big Plains well source protection zones do not overlap with this property. Parcel AV-2178-C is eligible to drill for as long as all other requirements from Apple Valley Municipal Code 1.14.000 Well Drilling Policy are followed.

The District provides this letter for the purpose of a Preliminary Plat Application, and it is NOT a Will Serve Letter.

This letter will Expire in 6 months from the date on this letter which is December 13th, 2024.

Please call me at (435) 652-8450 with any questions or comments.

Sincerely,

A handwritten signature in blue ink, appearing to read "Nathan Wallentine".

Nathan Wallentine
District Engineer
Sunrise Engineering, Inc.

A handwritten signature in black ink, appearing to read "Mike Farrar".

Mike Farrar
District Chairman
Big Plains Water Special Service District

Change Details for a47682

Utah Division of Water Rights

Item 1.

7/2/2024 10:52 AM

(WARNING: Water Rights makes NO claims as to the accuracy of this data.)

Change: a47682

Water Right: 81-5446

Certificate:

1. General	
Status: Approved	Amendatory: N
County TaxID: AV-2178-C	
Base Water Rights: 81-5446	
Right Evidenced By: 81-5446(A39405a)	
Changes: Point of Diversion, Place of Use, Nature of Use	

2. Owners	
Name: Walter Arleigh Smith and Melissa Renee Smith	
Address: 1025 North 575 East	
Firth, ID 83236	
Interest:	
Remarks:	

3. Dates		
Filing:		
Filed: 08/04/2021	Priority of Change: 08/04/2021	
State Engineer's Consideration of Rebuttable Presumption of Quantity Impairment (RPQI):		
RPQI Designation: No		
RPQI Notice Date:		
Advertising:		
Publication Began: 08/19/2021	Publication End: 08/26/2021	Newspaper: The Spectrum
Protest End Date: 09/15/2021	Protested:	Hearing Held:
Approval:		
State Eng. Action: Approved	Action Date: 12/06/2021	
Recon. Req. Date:	Recon. Req Type:	
Certification:		
Proof Due Date: 12/31/2028	Extension Filed Date:	
Election or Proof:	Election/Proof Date:	
Cert./WUC Date:	Lapsed, Etc. Date:	Lap. Ltr. Date:
Wells:		
Prov. Well Date: 11/08/2021	Most Recent Well Renovate/Replace Date:	

Heretofore	Hereafter
General	General
Quantity of Water: 0.005 CFS OR 1 ACFT	Quantity of Water: 1 ACFT
Source: Underground Water Well	Source: Underground Water Well
County: Washington	County: Washington
	Common Description: Apple Valley
Points of Diversion	Changed As Follows

Underground

1: S 117 ft W 1039 ft from NE corner, Sec 27 T 42S R 12W SLBM
Diameter: 12 ins. Depth: 238 to ft. Well ID#: 10781
Source:

Underground

Item 1.

1: S 768 ft E 1115 ft from NW corner, Sec 26 T 42S R 12W SLBM
Diameter: 8 ins. Depth: 200 to 600 ft. Well ID#: 0
Source:

Water Uses

Supplemental to other Water Rights: N

Irrigation

1: Beneficial Use Amount: 0.2 acres used: 03/01-11/30
Group Total: 94.15 acres

Changed As Follows

Supplemental to other Water Rights: N

Irrigation

1: Beneficial Use Amount: 0.11 acres used: 03/01-11/30
Group Total: 0.11 acres

Domestic

1: Beneficial Use Amount: 1 EDU used: 01/01-12/31
Group Total: 1 EDU

Place of Use

(which includes all or part of the following legal subdivisions):

	NW¼			NE¼			SW¼			SE¼		
	N	N	S	S	N	N	S	S	N	N	S	S
	W	E	W	E	W	E	W	E	W	E	W	E
Sec 22 T 42S R 12W SLBM											X	X
Sec 23 T 42S R 12W SLBM							X					
Sec 26 T 42S R 12W SLBM	X											
Sec 27 T 42S R 12W SLBM				X	X							

Changed As Follows

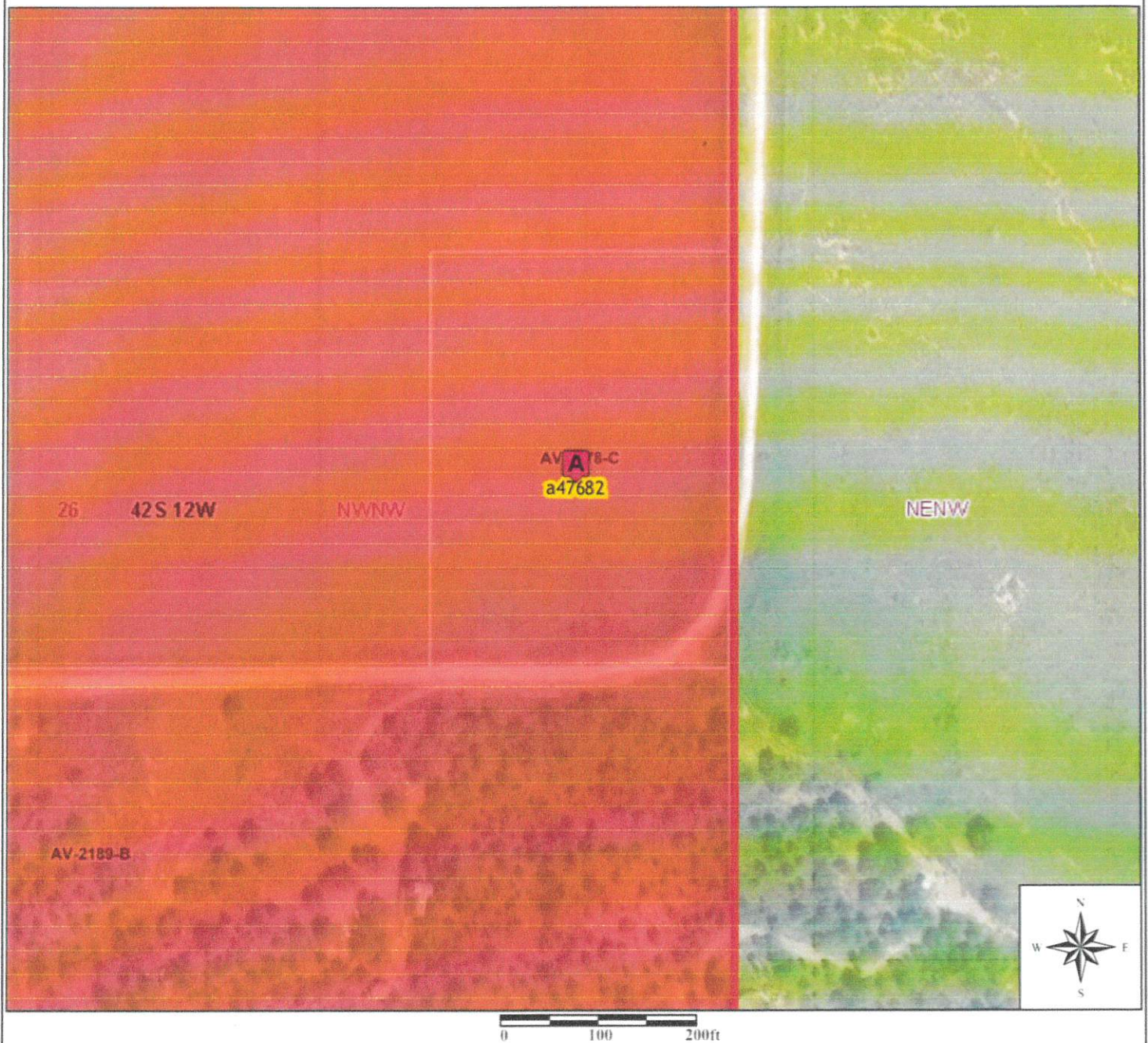
(which includes all or part of the following legal subdivisions):

	NW¼			NE¼			SW¼			SE¼		
	N	N	S	S	N	N	S	S	N	N	S	S
	W	E	W	E	W	E	W	E	W	E	W	E
Sec 26 T 42S R 12W SLBM	X											

Reservoirs**Same as Heretofore**

Water Rights Map

Item 1.



DRILLER (START) CARD for Change Application: a47682(81-5446)**DUPLICATE/REISSUE**

IMPORTANT: THIS CARD MUST BE RECEIVED BY THE DIVISION OF WATER RIGHTS PRIOR TO THE BEGINNING OF WELL CONSTRUCTION -- REQUIRED FOR WELLS DEEPER THAN 30 PROOF DUE/EXPIRATION DATE: December 31, 2028

START CARDS CAN BE SUBMITTED ONLINE WITH THE WATER RIGHT NUMBER OR NON-PRODUCTION WELL NUMBER AND THE PIN.

ONLINE SUBMISSION WATER RIGHT: a47682 ONLINE SUBMISSION PIN: 510586

ONLINE SUBMISSION URL: <http://waterrights.utah.gov/welldrilling/startcardOnline.asp>

OWNER/APPLICANT: Walter Arleigh Smith and Melissa Renee SmithMAILING ADDRESS: 1025 North 575 East, Firth, ID 83236PHONE NUMBER: --WELL LOCATION: S 768' E 1115' from NW Cor, S26, T42S, R 12W, SLB&MWELL UTM COORDINATES: Easting: 306489 Northing: 4109320WELL ACTIVITY: **NEW(X)** REPLACE() REPAIR() DEEPEN()

PROPOSED START DATE: _____

PROJECTED COMPLETION DATE: _____

LICENSE #: _____ LICENSEE/COMPANY: _____

Licensee Signature_____
Date

NOTICE TO APPLICANT: THIS CARD IS TO BE GIVEN TO A UTAH-LICENSED WATER WELL DRILLER FOR SUBMITTAL TO THE DIVISION OF WATER RIGHTS PRIOR TO WELL CONSTRUCTION.

STATE OF UTAH DIVISION OF WATER RIGHTS Phone No. 801-538-7416 - FAX No. 801-538-7467

COMMENTS: _____

START CARDS MAY ALSO SUBMITTED BY PHONE*, FAX, OR EMAIL.PHONE: 801-538-7416 - FAX: 801-538-7467 - EMAIL: waterrights_wells@utah.gov

*IF THE START CARD IS PHONED IN, THEN THE COMPLETED AND SIGNED START CARD MUST BE RETURNED TO THE DIVISION OF WATER RIGHTS BY FAX, EMAIL, OR MAIL.

***** FOR OFFICE USE ONLY *****

WIN: _____

WELL LOG SENT: _____



**BIG PLAINS WATER SPECIAL SERVICE
DISTRICT**

1777 N. Meadowlark Dr
Apple Valley, UT 84737
T: 435.877.1190 | F: 435.877.1192

Item 1.

WELL DRILLING PERMIT

This Well Drilling Permit is issued to:

Walter Arleigh Smith, Melissa Renee Smith, AV-2178-C, 208-223-7843, 208-380-0694

Applicant Name, Address, Telephone Number

Gardner Brothers Drilling, PO Box 965 Enterprise, UT 84737

Person, Firm, Corporation, or other entity who will drill the well, Address, Telephone Number

Walter Arleigh Smith, Melissa Renee Smith

Name of the property owner upon whose property the well will be drilled

AV-2178-C, Gould Wash Rd

Description of the location of where the well will be drilled

This Well Drilling Permit was reviewed by the Administrative Control Board ("Board"), as delegated by the Town of Apple Valley acting on behalf of the Big Plains Water Special Service District ("District") and approved by the Board on ____/____/_____. This permit authorizes a well to be drilled on the above-described location by the duly licensed person named above. The conditions listed below have been imposed by the District.

CONDITIONS

1. Applicant shall comply with the Order of the State Engineer for Permanent Change Application Number a47682, dated 07 / 02 / 2024, including but not limited to installation and maintenance of the controlling works and the measuring device on the new well.
2. Applicant grants access to District, its successors and assigns, the permanent, non-exclusive right to enter the property where the well is located (together with access to the well) for inspection, monitoring and maintenance of the installed controlling works and a measuring device.
3. Applicant shall submit proof that the old well is no longer in use and has been permanently closed, if applicable.

Big Plains Water Special Service District

Applicant

By: _____

By: _____

Its: _____

Its: _____

Date: _____

Date: _____

Attest: _____

Date: _____

Clerk



Re: Disposal of District Property

1 message

Mayor <mayor@applevalleyut.gov>

To: Michelle Kinney <mkinney@applevalleyut.gov>, "(Jenna) Town Clerk" <clerk@applevalleyut.gov>

Wed, Sep 11,

Michelle,

Thank you. Great information.

Jenna,

Can you please add this to the next board meeting agenda so we can sell the F-250. Thank you.

On Tue, Sep 10, 2024 at 4:27 PM Michelle Kinney <mkinney@applevalleyut.gov> wrote:

Hello Mayor,

I reviewed the District policy for disposal of property. Anything over \$1,000 is required to go to the board for approval then it can be disposed of in any method the Department Head deems

Section IX

2- " Disposal of personal property with a value equal to or greater than \$1,000.00: If a department has an item of personal property it would like to dispose of with an estimated value exceeding \$1,000.00, the department head shall request permission to dispose of the item from the District Board.

Once the District Board has given its permission to dispose of an item the department head may dispose of the item by recycling it, selling it at a public auction, or using it toward an ex

Michelle Kinney
Town of Apple Valley
Big Plains Water Special Service District
Finance Director/ Deputy Clerk
[435-877-1190](tel:435-877-1190)
[1777 N Meadowlark Dr.](tel:1777-N-Meadowlark-Dr)
[Apple Valley UT 84737](tel:Apple-Valley-UT-84737)

--

Best Regards
Mike Farrar
Mayor - Town of Apple Valley
Chairman - Big Plains Water District
[1777 N. Meadowlark Dr.](tel:1777-N-Meadowlark-Dr)
[Apple Valley, UT. 84737](tel:Apple-Valley-UT-84737)
[951-897-6706](tel:951-897-6706) = cell

**Big Plains Water Special Service District
Disbursement Listing**

Item 3.

Checking - SBSU Operating - 08/01/2024 to 08/31/2024

Payee Name	Reference Number	Payment Date	Payment Amount	Void Date	Void Amount	Source
Washington County Assessor	1570	08/05/2024	\$165.73			Purchasing
Tapia Auto Sales	1571	08/06/2024		08/06/2024	\$18,000.00	Purchasing
Buck's Ace	1572	08/07/2024	\$7.98			Purchasing
Farrar, Michael	1573	08/07/2024	\$159.80			Purchasing
Scholzen Products Company, Inc.	1574	08/07/2024	\$27.66			Purchasing
Southwest Utah Public Health Departme	1575	08/07/2024	\$250.00			Purchasing
Sunrise Engineering Inc.	1576	08/07/2024		08/07/2024	\$1,215.00	Purchasing
Town of Apple Valley	1577	08/07/2024	\$5,000.00			Purchasing
State Bank of Southern Utah	SBSU08072024	08/08/2024	\$73.30			Purchasing
State Bank of Southern Utah	SBSU08082024	08/08/2024	\$10.82			Purchasing
State Bank of Southern Utah	SBSU08082024	08/08/2024	\$84.12			Purchasing
Payroll	0809241200	08/09/2024	\$1,825.54			Paycheck
Internal Revenue Service	EFTPS0809202	08/09/2024	\$553.70			Payroll
Buck's Ace	1578	08/12/2024		08/12/2024	\$14.68	Purchasing
Ruesch & Reeve	1579	08/12/2024	\$850.00			Purchasing
Steamroller Copies	1580	08/12/2024	\$26.15			Purchasing
Buck's Ace	1581	08/14/2024	\$13.58			Purchasing
Scholzen Products Company, Inc.	1582	08/14/2024	\$333.42			Purchasing
USDA Rural Development	USDA08152024	08/15/2024	\$1,269.00			Purchasing
USDA Rural Development	USDA8152024	08/15/2024	\$9,271.00			Purchasing
Rocky Mountain Power Company	RMP082022024	08/16/2024	\$3,193.15			Purchasing
Knox Autowurks	1583	08/20/2024	\$19,000.00			Purchasing
Buck's Ace	1584	08/20/2024	\$4.00			Purchasing
ChemTech-Ford Laboratories	1585	08/20/2024	\$735.00			Purchasing
Scholzen Products Company, Inc.	1586	08/20/2024	\$797.36			Purchasing
Payroll	0823241200	08/23/2024	\$2,453.47			Paycheck
Internal Revenue Service	EFTPS8232024	08/23/2024	\$553.70			Payroll
Sunrise Engineering Inc.	1587	08/26/2024	\$729.00			Purchasing
Town of Apple Valley	1588	08/26/2024	\$486.00			Purchasing
Utah Retirement Systems	URS8272024	08/27/2024	\$377.08			Payroll
			\$48,250.56		\$19,229.68	

Big Plains Water Special Service District
Operational Budget Report
51 Big Plains Water & Sewer SSD - 07/01/2024 to 08/31/2024
16.67% of the fiscal year has expired

Item 4.

	Prior YTD	Current Month	Current YTD	Annual Budget	Percent Used
Income or Expense					
Income From Operations:					
Operating income					
5140 Water Sales	82,658.94	53,150.73	113,680.23	442,400.00	25.70%
5150 Water Standby Fees	5,753.55	4,050.00	8,172.58	33,000.00	24.77%
5310 Connection Fees	0.00	0.00	0.00	6,700.00	0.00%
5410 Late Penalties and Fees	393.66	492.00	732.25	3,000.00	24.41%
5490 Other Operating Income	1,889.72	(1,340.00)	(1,300.92)	2,250.00	-57.82%
Total Operating income	90,695.87	56,352.73	121,284.14	487,350.00	24.89%
Operating expense					
6010 Clerical Contractor Labor	0.00	0.00	0.00	300.00	0.00%
6011 Town Interlocal Agreement Costs	0.00	5,000.00	5,000.00	60,000.00	8.33%
6013 Water Salaries and Wages	0.00	6,923.10	11,538.50	75,000.00	15.38%
6014 Water Benefits	0.00	1,911.71	2,264.79	25,000.00	9.06%
6023 Travel	148.14	0.00	0.00	500.00	0.00%
6024 Training	0.00	0.00	0.00	1,200.00	0.00%
6025 Books/Subscriptions/Memberships	0.00	0.00	530.20	2,800.00	18.94%
6030 Admin Supplies and Expenses	841.80	24.40	414.95	5,000.00	8.30%
6032 Postage	0.00	0.00	0.00	200.00	0.00%
6035 Bank Service Charges	0.00	0.00	(8.00)	100.00	-8.00%
6040 Professional Service	9,968.25	1,215.00	1,272.60	15,000.00	8.48%
6043 Accounting & Audit Fees	0.00	0.00	0.00	20,000.00	0.00%
6044 Water Testing	1,755.00	1,011.15	1,387.48	10,000.00	13.87%
6045 Legal Fees	8,615.00	850.00	850.00	16,000.00	5.31%
6050 System Maintenance and Repairs	(2,360.89)	718.27	753.55	10,000.00	7.54%
6051 System Equipment	5,784.62	369.99	369.99	12,000.00	3.08%
6052 Well Maintenance and Repairs	0.00	0.00	115.20	20,000.00	0.58%
6053 Tank Maintenance and Repairs	9.76	0.00	333.42	11,000.00	3.03%
6060 Equipment Costs Other than Fuel	3,485.72	2,618.54	2,948.22	10,000.00	29.48%
6061 Equipment Fuel	260.20	73.30	422.83	6,000.00	7.05%
6067 Utilities	4,737.99	3,193.15	5,457.66	18,000.00	30.32%
6068 Telephone & Internet	384.35	0.00	0.00	1,500.00	0.00%
6070 Insurance	(281.49)	0.00	0.00	7,000.00	0.00%
6095 Depreciation Expense	25,439.21	13,520.31	26,984.09	145,000.00	18.61%
Total Operating expense	58,787.66	37,428.92	60,635.48	471,600.00	12.86%
Total Income From Operations:	31,908.21	18,923.81	60,648.66	15,750.00	385.07%
Non-Operating Items:					
Non-operating income					
5520 Impact Fees	12,000.00	0.00	0.00	60,000.00	0.00%
5610 Interest Income	1,953.67	3.76	1,099.78	9,000.00	12.22%
5690 Sundry Revenue	(6.00)	0.00	0.00	100.00	0.00%
Total Non-operating income	13,947.67	3.76	1,099.78	69,100.00	1.59%
Non-operating expense					
6080 Interest Expense	10,121.31	6,925.05	13,860.77	83,110.00	16.68%
Total Non-operating expense	10,121.31	6,925.05	13,860.77	83,110.00	16.68%
Total Non-Operating Items:	3,826.36	(6,921.29)	(12,760.99)	(14,010.00)	91.08%
Total Income or Expense	35,734.57	12,002.52	47,887.67	1,740.00	2,752.16%

Big Plains Water Special Service District**WATER USAGE ANALYSIS**

	COMPARABLE ACCTS			TOTAL SYSTEM		
	2024/2025	2023/2024	Over/ (Under)	2024/2025	2023/2024	Over/ (Under)
JUL 2024	5,636,140	4,175,649	1,460,491	8,878,424	5,479,963	3,398,461
AUG	5,668,974	5,186,555	482,419	6,948,130	6,109,615	838,515
SEP			0			0
OCT			0			0
NOV			0			0
DEC			0			0
JAN 2025			0			0
FEB			0			0
MAR			0			0
APR			0			0
MAY			0			0
JUNE			0			0
FY2025 SUBTOTALS	11,305,114	9,362,204	1,942,910	15,826,554	11,589,578	4,236,976
	2025/2026	2024/2025	Over/ (Under)	2025/2026	2024/2025	Over/ (Under)
JUL 2025			0			0
AUG			0			0
SEP			0			0
OCT			0			0
NOV			0			0
DEC			0			0
JAN 2026			0			0
FEB			0			0
MAR			0			0
APR			0			0
May			0			0
JUNE			0			0
FY2026 SUBTOTALS	0	0	0	0	0	0

Comparable Accounts: Had usage in both years

Total System: All usage



BIG PLAINS WATER SPECIAL SERVICE DISTRICT MEETING

BOARD OF DIRECTORS, REGULAR MEETING

1777 N Meadowlark Dr, Apple Valley

Wednesday, August 21, 2024 at 6:00 PM

MINUTES

Chairman | Michael Farrar

Board Members | Ross Gregerson | Matt Politte | Kevin Sair

CALL TO ORDER- Chairman Farrar called the meeting to order at 6:17 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENT

Chairman Michael Farrar

Board Member Ross Gregerson

Board Member Kevin Sair

DECLARATION OF CONFLICTS OF INTEREST

None declared.

CHAIR REPORT

1. Harold Merritt's Resignation as of August 6, 2024.

Chairman Farrar announced the resignation of Harold Merritt, effective August 6, 2024. The chairman acknowledged that Harold Merritt's departure was anticipated and praised his extensive contributions to the town and district, noting that he will be missed. The chairman expressed hope that Harold Merritt is now able to relax after his long service, although there was some doubt about whether that would be possible given the nature of his work.

REPORTS, RECOMMENDATIONS, AND ANNOUNCEMENTS

There was a brief discussion about a recent water leak incident discussed by Board Member Gregerson. However, the situation was resolved after drying out the system for 24 hours, rewiring, and restarting operations, which resulted in minimal water loss.

DISCUSSION AND ACTION

2. Property Insurance with Utah Trust.

*Tabled from July 17, 2024.

Chairman Farrar discussed the property insurance with Utah Trust, an item that had been tabled from the July 17, 2024, meeting pending further questions. The chairman reviewed the queries raised, including whether coverage could be excluded for certain properties, which would reduce the premium by \$158. Despite the potential savings, it was recommended to insure all properties given the minimal cost difference.

The deductible for claims was confirmed to be \$1,000, and it was clarified that the insurance covers damages from fire, earthquake, and flooding, including electronics in the well house through specific



BIG PLAINS WATER SPECIAL SERVICE DISTRICT MEETING

BOARD OF DIRECTORS, REGULAR MEETING

1777 N Meadowlark Dr, Apple Valley

Wednesday, August 21, 2024 at 6:00 PM

MINUTES

coverage. Additionally, the insurance includes coverage for operator error, meaning if an error by someone causes damage, it would still be covered, similar to an employee operating a company vehicle.

The chairman asked if all questions had been answered, and it was confirmed they had. The total insured value was reported as \$2,580,250 with an annual premium of \$2,941, which would be prorated this year due to the insurance typically renewing on July 1.

MOTION: Board Member Gregerson motioned that we approve the Property Insurance with Utah Trust.

SECOND: The motion was seconded by Board Member Sair.

VOTE: Chairman Farrar called for a vote:

Board Member Sair - Aye

Chairman Farrar - Aye

Board Member Gregerson - Aye

The vote was unanimous and the motion carried.

3. Purchase of truck.

Chairman Farrar discussed the recent purchase of a truck. The district's older F-250 truck had been experiencing ongoing mechanical issues, leading to high maintenance costs. To address this, the town purchased a used 2018 Chevy 1500 with 120,000 miles for \$18,000. The vehicle is in good condition, and it is anticipated that the town will save on fuel costs as a result. The plan is to sell the old F-250, which has fulfilled its purpose. Discussion only.

4. Resolution-BPW-R-2024-15, District Employee Handbook Amendment (Paid Benefits).

Chairman Farrar discussed Resolution BPWR-2024-15, concerning an amendment to the district employee handbook regarding paid benefits. This amendment had already been voted on previously, and the current task was to update the employee handbook to reflect the change.

MOTION: Board Member Sair motioned we approve Resolution-BPW-R-2024-15, District Employee Handbook Amendment.

SECOND: The motion was seconded by Board Member Gregerson.

VOTE: Chairman Farrar called for a Roll Call vote:

Board Member Sair - Aye

Chairman Farrar - Aye

Board Member Gregerson - Aye



BIG PLAINS WATER SPECIAL SERVICE DISTRICT MEETING

BOARD OF DIRECTORS, REGULAR MEETING

1777 N Meadowlark Dr, Apple Valley

Wednesday, August 21, 2024 at 6:00 PM

MINUTES

The vote was unanimous and the motion carried.

5. Drinking Water State Revolving Fund Agreement.

Chairman Farrar addressed item number five, which involved the Drinking Water State Revolving Fund agreement related to the pipeline project. The agreement confirmed that the Big Plains Water Special Service District ("District") would receive \$3.4 million through a loan, which would also be forgiven in full. This was a formality, necessary to finalize the agreement and release the funds. The discussion indicated that the District was close to having the funds released and beginning the project.

MOTION: Board Member Gregerson motioned we approve the Drinking Water State Revolving Fund Agreement.

SECOND: The motion was seconded by Board Member Sair.

VOTE: Chairman Farrar called for a Roll Call vote:

Board Member Sair - Aye

Chairman Farrar - Aye

Board Member Gregerson - Aye

The vote was unanimous and the motion carried.

CONSENT AGENDA

6. Disbursement Listing for June 2024 (Updated) and July 2024.

7. Budget Report for Fiscal Year 2025 through July 2024.

8. July 2024 Water Usage Comparison.

9. Approval of Minutes: July 17, 2024.

MOTION: Board Member Sair motioned that we approve Disbursement Listings for June 2024 and July 2024, that includes the Budget Report for Fiscal Year 2025 through July 2024, July 2024 Water Usage Comparison, and approval of minutes of July 17, 2024.

SECOND: The motion was seconded by Board Member Gregerson.

VOTE: Chairman Farrar called for a vote:

Board Member Sair - Aye

Chairman Farrar - Aye

Board Member Gregerson - Aye



BIG PLAINS WATER SPECIAL SERVICE DISTRICT MEETING

BOARD OF DIRECTORS, REGULAR MEETING

1777 N Meadowlark Dr, Apple Valley

Wednesday, August 21, 2024 at 6:00 PM

MINUTES

The vote was unanimous and the motion carried.

ADJOURNMENT

MOTION: Board Member Sair motioned to adjourn the meeting.

SECOND: The motion was seconded by Board Member Gregerson.

VOTE: Chaiman Farrar called for a vote:

Board Member Gregerson - Aye

Chaiman Farrar - Aye

Board Member Sair- Aye

The vote was unanimous and the motion carried.

The meeting was adjourned at 6:26 p.m.

Date Approved: _____

Approved BY: _____

Chairman | Michael Farrar

Attest BY: _____

Clerk/Recorder | Jenna Vizcardo



SPECIAL BIG PLAINS WATER SPECIAL SERVICE DISTRICT MEETING

BOARD OF DIRECTORS, REGULAR MEETING
1777 N Meadowlark Dr, Apple Valley
Wednesday, September 04, 2024 at 5:30 PM

MINUTES

Chairman | Michael Farrar

Board Members | Kevin Sair | Jane Prentice | Annie Spendlove | Scott Taylor

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENT

Chairman Michael Farrar

Board Member Annie Spendlove

Board Member Scott Taylor

ABSENT

Board Member Kevin Sair

Board Member Janet Prentice

DECLARATION OF CONFLICTS OF INTEREST

None declared.

DISCUSSION AND ACTION

1. Resolution-BPW-R-2024-16, Appointment of District Treasurer.

Chairman Farrar discussed the appointment of a District Treasurer under Resolution BPW-R-2024-16. Board Member Kevin Sair, who already serves as the Town Treasurer, had volunteered to take on the additional role of District Treasurer. Chairman and Board Members Spendlove and Taylor expressed support for the decision.

MOTION: Board Member Taylor moved that we approve Resolution-BPW-R-2024-16, Appointment of District Treasurer, Kevin Sair.

SECOND: The motion was seconded by Board Member Spendlove.

VOTE: Chairman Farrar called for a Roll Call vote:

Board Member Taylor - Aye

Board Member Spendlove - Aye

Chairman Farrar - Aye

The vote was unanimous and the motion carried.



SPECIAL BIG PLAINS WATER SPECIAL SERVICE DISTRICT MEETING

BOARD OF DIRECTORS, REGULAR MEETING
1777 N Meadowlark Dr, Apple Valley
Wednesday, September 04, 2024 at 5:30 PM

MINUTES

2. Add signer(s) to State Bank of Southern Utah.

Chairman Farrar discussed the need to add a new signer to the bank account at State Bank of Southern Utah for Big Plains Water SSD ("District"). Board Member Kevin Sair, who is already a signer on the town's account, needed to be added to the District's account to sign checks alongside the Chairman.

MOTION: Board Member Spendlove moved to add Kevin to the as a signer to the State Bank of Southern Utah account for Big Plains Water Special Service District.

SECOND: The motion was seconded by Board Member Taylor.

VOTE: Chaiman Farrar called for a vote:

Board Member Taylor - Aye
Board Member Spendlove - Aye
Chaiman Farrar - Aye

The vote was unanimous and the motion carried.

ADJOURNMENT

MOTION: Board Member Spendlove motioned to close this meeting.

SECOND: The motion was seconded by Board Member Taylor.

VOTE: Chaiman Farrar called for a vote:

Board Member Taylor - Aye
Board Member Spendlove - Aye
Chaiman Farrar - Aye

The vote was unanimous and the motion carried.

The meeting was adjourned at 5:32 p.m.

Date Approved: _____

Approved BY: _____

Chairman | Michael Farrar

Attest BY: _____

Clerk/Recorder | Jenna Vizcardo