



BIG PLAINS WATER SPECIAL SERVICE DISTRICT PUBLIC

HEARING AND MEETING

BOARD OF DIRECTORS, REGULAR MEETING

1777 N Meadowlark Dr, Apple Valley

Wednesday, June 14, 2023 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, June 14, 2023**, commencing at **6:00 PM** or shortly thereafter at **1777 N Meadowlark Dr, Apple Valley**.

Chairman | Andy McGinnis

Board Members | Frank Lindhardt | Harold Merritt | Ross Gregerson | Jarry Zaharias |

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

DISCUSSION AND ACTION

- [1.](#) Consider Approval of Appointment of District Officers, Resolution-BPW-R-2023-08.

PUBLIC HEARING | DISCUSSION AND ACTION

- 2. Public Hearing:** Adoption of the FY2024 Budget, Amendment of the FY2023 Budget, and Approval of the FY2024 Enterprise Fund Transfer, Resolution-BPW-R-2023-03.
- 3. Discussion and Action:** Adoption of the FY2024 Budget, Amendment of the FY2023 Budget, and Approval of the FY2024 Enterprise Fund Transfer, Resolution-BPW-R-2023-03.

DISCUSSION AND POSSIBLE ACTION

- [4.](#) Consider Approval of Asset Capitalization Policy, Resolution-BPW-R-07.
5. UDOT and County Bulk Water Usage.
6. Consider Approval to Remove Andy McGinnis and Add the Newly Elected Chairman to the SBSU Operating Account as a Signer.
7. Approve the Issuance of a Credit Card to Trevor Turner.
- [8.](#) May 2023 Water Usage Comparison.
9. Consider Approval of Security Cameras on Well Houses.

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.

- [10.](#) Disbursement Listing for May 2023.

- [11.](#) Budget Report for Fiscal Year 2023 through May 2023.

- [12.](#) Minutes: May 10, 2023.

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>, 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**RESOLUTION NO. BPW-R-2023-08*****A RESOLUTION APPOINTING DISTRICT OFFICERS***

WHEREAS, the Big Plains Water Special Service District ("District") is a Utah Special Service District; and

WHEREAS, the District is required to elect appropriate persons to serve as officers pursuant to the Utah Code Annotated 17B-1-309 (the "Code"); and

WHEREAS, the District Chairman, Andy McGinnis, has resigned as of May 31, 2023; and

WHEREAS, the District deems it necessary to elect and/or re-elect all offices; and

WHEREAS, at a meeting of the District, duly called, noticed and held on the 14th day of June 2023, and upon motion duly made and seconded:

NOW, THEREFORE, IT IS HEREBY RESOLVED by the District to elect _____ as Chairman, _____ as Vice Chairman, and _____ as Treasurer.

PASSED this 14th day of June 2023.

BIG PLAINS WATER SPECIAL SERVICE DISTRICT

Chairman _____

ATTEST:

Jenna Vizcardo, Recorder

	AYE	NAY	ABSTAIN	ABSENT
Chairman _____	_____	_____	_____	_____
Board Member _____	_____	_____	_____	_____
Board Member _____	_____	_____	_____	_____
Board Member _____	_____	_____	_____	_____
Board Member _____	_____	_____	_____	_____

Big Plains Water & Sewer Special Service District*Budgeting Worksheet-Budget Hearing June 14, 2023*

51 BIG PLAINS WATER AND SEWER SPECIAL SERVICE DISTRICT	2020 Actual	2021 Actual	2022 Actual	2022 Budget	2023 Actual	Original Budget	FY2023 Amended	FY2024 Budget	Worksheet Notes
Income or Expense									
Income From Operations:									
Operating income									
5140 Water Sales	207,787	313,612	367,516	356,400	273,683	378,000	378,000	399,600	Based on 30 New Connections
5150 Water Standby Fees	32,948	50,993	42,654	46,600	30,191	34,840	34,840	34,840	
5310 Connection Fees	19,500	24,153	5,173	20,000	5,030	9,000	9,000	9,000	
5410 Late Penalties and Fees	0	333	1,323	20,000	2,608	15,000	15,000	5,000	
5490 Other Operating Income	18,390	42,021	6,133	15,000	64,682	2,250	115,000	2,250	30 Will Serve Letters
Total Operating income	278,625	431,112	422,799	458,000	376,194	439,090	551,840	450,690	
Operating expense									
6010 Clerical Contractor Labor	0	10002	-5660	0	0	0	0	0	
6011 Town Interlocal Agreement Costs	0	0	2,978	3,000	9,285	15,336	25,336	44,350	
6013 Water Salaries and Wages	45006	51,487	56,247	55,000	43,770	55,000	45,000	0	
6014 Water Benefits	24563	32,546	22,257	37,000	19,013	37,051	25,000	0	
6021 Public Postings	401	392	25	400	0	400	400	400	
6023 Travel	967	745	324	800	122	800	800	800	
6024 Training	0	650	0	700	295	700	700	700	
6025 Books/Subscriptions/Memberships	716	1337	2,609	2,800	2,177	2,800	2,800	2,800	
6030 Admin Supplies and Expenses	4,106	5,214	4,351	4,500	4,924	3,500	5,000	5,000	
6032 Postage	133	346	642	1,000	8	700	150	200	
6035 Bank Service Charges	11	552	63	100	25	100	100	100	
6036 Bad Debt	0	0	222	0	0	0	0	0	
6040 Professional Service	26,674	28,575	-17,021	35000	12,699	7,500	35,000	7,500	
6043 Accounting & Audit Fees	6,921	5,700	19,800	25,000	13,200	12,000	12,000	12,000	
6044 Water Testing	5,692	5,155	7,966	10,000	8,135	7,800	8,000	8,000	
6045 Legal Fees	5,713	1,460	3,060	6,000	12,143	7,500	13,000	7,500	
6050 System Maintenance and Repairs	2,798	25,680	269	1,500	9,450	7,500	12,000	7,500	
6051 System Equipment	6,617	0	11,361	15,000	11,188	11,100	11,100	11,100	Includes \$3,300 valve exerciser, \$800 generator
6052 Well Maintenance and Repairs	1305	0	670	18,500	56,123	7,500	40,000	7,500	
6053 Tank Maintenance and Repairs	0	3,000	85	1500	1,252	11,500	5,000	14,000	\$10,000 Pump
6060 Equipment Costs Other than Fuel	3960	2,783	1,087	2,000	3,604	3,500	3,500	4,000	Includes \$1,500 tools
6061 Equipment Fuel	2126	2,134	2,672	3,000	5,876	3,500	7,000	5,000	
6067 Utilities	13,974	15,380	22,779	24,200	18,048	24,200	24,200	24,200	
6068 Telephone & Internet	0	152	0	200	0	0	0	0	
6070 Insurance	4,087	5,910	2,890	5,000	6,501	5,000	6,600	6,600	
6095 Depreciation Expense	134,769	135,064	135,064	135,065	113,240	135,065	137,124	143,301	
Total Operating expense	290,539	334,264	274,740	387,265	351,078	360,052	419,810	312,551	
Total Income From Operations:	-11,914	96,848	148,059	70,735	25,116	79,038	132,030	138,139	

Big Plains Water & Sewer Special Service District

Budgeting Worksheet-Budget Hearing June 14, 2023

51 BIG PLAINS WATER AND SEWER SPECIAL SERVICE DISTRICT	2020 Actual	2021 Actual	2022 Actual	2022 Budget	2023 Actual	Original Budget	FY2023 Amended	FY2024 Budget	Worksheet Notes
Non-Operating Items:									
Non-operating income									
5510 Grants	0	403,059	0	0	206,565	1140000	265,000	0	
5520 Impact Fees	61,529	80,099	135,976	220,000	22,894	120,000	82,900	120,000	
5610 Interest Income	2,633	237	726	600	6,315	500	7,800	7,800	
5690 Sundry Revenue	0	1221	0	100	(29)	100	100	100	
Total Non-operating income	64,162	484,616	136,702	220,700	235,745	1,260,600	355,800	127,900	
Non-operating expense									
6080 Interest Expense	94,609	93,152	107,887	91,000	71,271	85,528	88,688	87,110	
Total Non-operating expense	94,609	93,152	107,887	91,000	71,271	85,528	88,688	87,110	
Total Non-Operating Items:	-30,447	391,464	28,815	129,700	164,474	1,175,072	267,112	40,790	
Total Income or Expense Before Debt Service	-42,361	488,312	176,874	200,435	189,590	1,254,110	399,142	178,929	
Debt Service									
Debt Service-Principal-2013 Water Bond					Jan 2044 \$1,690,000		85,000	85,000	
Debt Service-Principal-2014A Water Bond					Sep 2054 \$2,115,000		36,647	37,950	
Debt Service-Principal-2014B Water Bond					Aug 2054 \$271,095		4,305	4,480	
Debt Service-Principal-Aquifer Study							8,000	0	
Debt Service-Principal-Well 59					Oct 2037 \$64,000		4,000	4,000	
Debt Service-Principal-Canaan Springs					May 2048 \$295,000		11,000	11,000	
Less Depreciation							-137,124	-143,301	
Total Additional Debt Service	0	0	0	0	0	0	11,828	-871	No extra funds are necessary to cover the loan payments. Depreciation cost covers full expense
Total Income or Expense After Debt Service	0	0	0	0	0	0	\$387,314	\$179,800	
Capital Projects									
Truck						30,000	0		
Canaan Springs Rehab						150,000	240,000		
Canaan Springs Cedar Point Line						990,000	50,000		
Cedar Point Well Infrastructure Upgrade								TBD	Protection Zone, Pump, Piping, Dedicated Supply Lines, Treatment Bldg (waiting on Engineer estimate)
Ground Water Infiltration Study								TBD	
Telemetry Equipment								TBD	

Big Plains Water & Sewer Special Service District*Budgeting Worksheet-Budget Hearing June 14, 2023*

	2020	2021	2022	2022	2023	Original	FY2023	FY2024	
	Actual	Actual	Actual	Budget	Actual	Budget	Amended	Budget	Worksheet Notes
51 BIG PLAINS WATER AND SEWER SPECIAL SERVICE DISTRICT									
Total Capital Projects						1,170,000	290,000	0	
Total Income or Expense							\$97,314	\$179,800	The SSD is an Enterprise Fund. We do not do a balanced budget like we do with the Town. (Balanced means Revenue equals Expenditures, with an end result of \$0.)

ENTERPRISE TRANSFER OF FUNDS

	<i>Amount</i>	<i>% of Expenditures</i>
ACCOUNT 6011 TOWN INTERLOCAL AGREEMENT COSTS		
Personnel Cost	41,587.00	13.31%
Office Supplies	120.00	0.04%
Telephone	575.00	0.18%
Internet Charges	228.00	0.07%
Zoom Meeting Recordings	218.00	0.07%
Website	1,622.00	0.52%
TOTAL TRANSFER FROM ENTERPRISE TO GENERAL FUND	\$ 44,350.00	14.19%

175.05% Increase over FY2023
 Due to decrease in wages
 and increase in payment
 to Town
 8% increase on a comparative basis



Big Plains Water Special Service District
1777 N. Meadowlark Dr, Apple Valley, Utah 84737
Phone: 435-877-1190 Fax: 435-877-1192
www.applevalleyut.gov

Chairman Andy McGinnis
Board Member Frank Lindhardt
Board Member Harold Merritt
Board Member Ross Gregerson
Board Member Jarry Zaharias

Item 3.

5/31/2023

RE: Intended Transfer of Enterprise Fund Money to Another Fund

To the Customers:

This notice is to inform you of the intended transfer of Big Plains Water Special Service District (Big Plains) Fund money to the Town of Apple Valley General Fund. The Town of Apple Valley provides administrative, operational and overhead services for Big Plains through the use of sharing personnel and assets to accomplish the daily business activities that would otherwise need to be duplicated. It is our belief that the value of services received is greater than the amount to be transferred. These services, provided by way of an interlocal agreement, include personnel to perform accounting and office functions for billing, collection, customer service, and administration; operational functions; building space, office equipment, and other machinery and equipment; and other indirect costs associated with daily business functions like fleet maintenance, technology, and administration. A calculation is made for estimated costs and a proportionate share is assigned for transfer.

Specific Enterprise Fund Information

ENTERPRISE TRANSFER OF FUNDS

ACCOUNT 6011 TOWN INTERLOCAL AGREEMENT COSTS	Amount	% of Expenditures
Personnel Cost	41,587.00	13.42%
Office Supplies	120.00	0.04%
Telephone	575.00	0.19%
Internet Charges	228.00	0.07%
Zoom Meeting Recordings	218.00	0.07%
Website	1,475.00	0.48%
TOTAL TRANSFER FROM ENTERPRISE TO GENERAL FUND	\$ 44,203.00	14.27%

There will be a public hearing specific to this intended transfer on June 14, 2023 at 6 pm at the Apple Valley Town Hall, 1777 N. Meadowlark Dr. Apple Valley, UT 84737. You may find more information regarding other budget workshops and hearings on the website: www.applevalleyut.gov, or the Utah Public Notice website <https://utah.gov/pmn>.

If you have any questions or comments, please contact Jauna McGinnis by telephone or email (435-877-1190, jmac@applevalleyut.gov).

Thank you,

Chairman Andy McGinnis

1777 N. Meadowlark Dr., Apple Valley, UT 84737

Office: (435) 877-1190 Fax: (435) 877-1192

BIG PLAINS WATER SPECIAL SERVICE DISTRICT**RESOLUTION NO. BPW-R-2023-03****A RESOLUTION ADOPTING FISCAL YEAR 2024 ANNUAL BUDGET, AMENDING FISCAL YEAR 2023 ANNUAL BUDGET, AND APPROVING FISCAL YEAR 2024 ENTERPRISE FUND BALANCE TRANSFER**

WHEREAS, the Big Plains Water Special Service District (“District”) is required to adopt an annual budget for the District’s funds pursuant to the Utah Code Annotated 17B-1-614 (the “Code”); and

WHEREAS, the District is authorized to amend the annual budget pursuant to the Act; and,

WHEREAS, the District has complied with the Code’s provisions by adopting a tentative budget for the Fiscal Year 2024 Annual Budget on May 10, 2023; and

WHEREAS, the District has presented a proposed amendment to the Fiscal Year 2023 Annual Budget; and

WHEREAS, the District has presented a proposed Enterprise Fund Balance Transfer of Funds in the Fiscal Year 2024 Annual Budget; and

WHEREAS, the District Board held a public hearing on June 14, 2023 to receive comment on the tentative Fiscal Year 2024 Annual Budget, the proposed amendments to the Fiscal Year 2023 Annual Budget, and the Enterprise Fund Balance Transfer of Funds for Fiscal Year 2024 Annual Budget; and

WHEREAS, all interested persons in attendance at the public hearing were given an opportunity to be heard; and

NOW, THEREFORE, at a meeting of the District Board duly called, noticed and held on the 14th day of June 2023, and upon motion duly made and seconded:

BE IT RESOLVED AS FOLLOWS:

The Fiscal Year 2023 Annual Budget is hereby amended, the Fiscal Year 2024 Annual Budget is hereby adopted, and the Fund Balance Transfer of Funds for Fiscal Year 2024 Annual Budget is approved, as set forth in the attached exhibit as provided by Utah Code Annotated 17B-1-614. This resolution shall take effect upon passage and posting as required by law.

RESOLVED this 14th day of June 2023.

[Signature Block on Next Page]

BIG PLAINS WATER SPECIAL SERVICE DISTRICT

Chairman

ATTEST:

Jenna Vizcardo, Recorder

	AYE	NAY	ABSTAIN	ABSENT
Chairman _____	_____	_____	_____	_____
Board Member _____	_____	_____	_____	_____
Board Member _____	_____	_____	_____	_____
Board Member _____	_____	_____	_____	_____
Board Member _____	_____	_____	_____	_____

BIG PLAINS WATER SPECIAL SERVICE DISTRICT

RESOLUTION NO. BPW-R-2023-07

A RESOLUTION APPROVING AN ASSET CAPITALIZATION POLICY

WHEREAS, the Big Plains Water Special Service District (“District”) is a Utah Special Service District; and

WHEREAS, the District is required to prescribe uniform accounting and reporting procedures in conformity with generally accepted accounting principles pursuant to Utah Code Section 17B-1-603; and,

WHEREAS, certain expenditures for assets above a certain threshold and useful life should be capitalized and depreciated; and

WHEREAS, the District has determined the threshold to be \$5,000.00 and with a useful life of one year or more; and

WHEREAS, at a meeting of the District, duly called, noticed and held on the 14th day of June 2023, and upon motion duly made and seconded:

NOW, THEREFORE, IT IS HEREBY RESOLVED that the capitalization policy threshold shall be \$5,000.00 with a useful life of one year or more.

PASSED this 14th day of June 2023.

BIG PLAINS WATER SPECIAL SERVICE DISTRICT

, Chairman

ATTEST:

Jenna Vizcardo, Recorder

	AYE	NAY	ABSTAIN	ABSENT
Chairman _____	_____	_____	_____	_____
Board Member _____	_____	_____	_____	_____
Board Member _____	_____	_____	_____	_____
Board Member _____	_____	_____	_____	_____
Board Member _____	_____	_____	_____	_____

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

	COMPARABLE ACCTS			TOTAL SYSTEM		
	2023/2022	2022/2021	Over/ (Under)	2023/2022	2022/2021	Over/ (Under)
JUL 2022	6,117,230	6,451,930	(334,700)	8,059,327	6,572,750	1,486,577
AUG	4,484,140	6,052,550	(1,568,410)	5,337,420	6,073,830	(736,410)
SEP	4,465,090	6,266,750	(1,801,660)	5,540,460	6,304,990	(764,530)
OCT	3,002,500	2,967,370	35,130	3,813,180	2,971,340	841,840
NOV	1,656,380	2,797,940	(1,141,560)	2,327,480	2,900,120	(572,640)
DEC	2,293,220	2,507,480	(214,260)	2,956,200	2,556,930	399,270
JAN 2023	1,543,380	1,671,920	(128,540)	2,406,879	1,675,760	731,119
FEB	1,418,710	1,534,640	(115,930)	1,715,637	1,549,020	166,617
MAR	1,394,930	2,553,470	(1,158,540)	1,599,322	2,590,750	(991,428)
APR	3,974,645	3,419,640	555,005	5,297,632	3,453,490	1,844,142
MAY	5,551,174	5,423,820	127,354	6,129,554	5,533,460	596,094
TOTAL DECREASE/INCREASE			(6,428,470)			560,415

Comparable Accounts: Had usage in both years

Total System: All usage

Big Plains Water Special Service District
Disbursement Listing
Checking - SBSU Operating - 05/01/2023 to 05/31/2023

Payee Name	Reference Number	Payment Date	Payment Amount	Void Date	Void Amount	Source
ChemTech-Ford Laboratories	1367	05/02/2023	\$730.00			Purchasing
Scholzen Products Company, Inc.	1366	05/02/2023	\$1,861.01			Purchasing
Superior Technical Solutions, LLC	STS05022023	05/02/2023	\$98.21			Purchasing
Apple Valley Storage, LLC	AVS05032023	05/03/2023	\$95.00			Purchasing
State Bank of Southern Utah	SBSU05112023	05/11/2023	\$3,396.09			Purchasing
USDA Rural Development	USDA05152023	05/15/2023	\$1,269.00			Purchasing
USDA Rural Development	USDA05152023	05/15/2023	\$9,271.00			Purchasing
ChemTech-Ford Laboratories	1368	05/16/2023	\$840.00			Purchasing
Revco Leasing	1369	05/16/2023	\$151.20			Purchasing
Rural Water Association of Utah	1370	05/16/2023	\$585.00			Purchasing
Scholzen Products Company, Inc.	1371	05/16/2023	\$487.69			Purchasing
Town of Apple Valley	1372	05/16/2023	\$25.00			Purchasing
Public Employees Health Program	1374	05/17/2023	\$566.99			Payroll
Ace Hardware	1375	05/18/2023	\$32.94			Purchasing
Rocky Mountain Power Company	RMP05232023	05/18/2023	\$877.26			Purchasing
Zions Custom Containers	1376	05/22/2023	\$350.00			Purchasing
Rocky Mountain Power Company	1377	05/23/2023		05/23/2023	\$877.26	Purchasing
Amazon return Lenovo meter reading co		05/24/2023	(\$219.00)			JE: 343
Little Creek Station	1378	05/24/2023	\$224.44			Purchasing
Ruesch & Reeve	1381	05/24/2023	\$1,285.00			Purchasing
Sunrise Engineering Inc.	1380	05/24/2023	\$2,447.75			Purchasing
Turner, Michael Trevor	1382	05/25/2023	\$213.49			Purchasing
Amazon	A05262023	05/26/2023	\$140.92			Purchasing
Scholzen Products Company, Inc.	1383	05/31/2023	\$1,985.00			Purchasing
			\$26,713.99		\$877.26	

Big Plains Water Special Service District
Operational Budget Report
51 Big Plains Water & Sewer SSD - 07/01/2022 to 05/31/2023
91.67% of the fiscal year has expired

Item 11.

	Prior YTD	Current Month	Current YTD	Annual Budget	Percent Used
Income or Expense					
Income From Operations:					
Operating income					
5140 Water Sales	325,200.94	33,398.96	305,626.17	378,000.00	80.85%
5150 Water Standby Fees	39,269.46	2,876.78	33,416.57	34,840.00	95.91%
5310 Connection Fees	6,267.79	0.00	6,630.00	9,000.00	73.67%
5410 Late Penalties and Fees	0.00	264.51	3,119.24	15,000.00	20.79%
5490 Other Operating Income	6,133.21	28,204.84	92,886.60	2,250.00	4,128.29%
Total Operating income	376,871.40	64,745.09	441,678.58	439,090.00	100.59%
Operating expense					
6010 Clerical Contractor Labor	(5,660.08)	0.00	0.00	0.00	0.00%
6011 Town Interlocal Agreement Costs	0.00	0.00	9,285.09	15,336.00	60.54%
6013 Water Salaries and Wages	52,079.07	0.00	43,769.99	55,000.00	79.58%
6014 Water Benefits	35,038.50	0.00	19,012.86	37,051.00	51.32%
6016 Admin Benefits	4.50	0.00	0.00	0.00	0.00%
6021 Public Postings	0.00	0.00	0.00	400.00	0.00%
6023 Travel	323.52	0.00	121.83	800.00	15.23%
6024 Training	0.00	0.00	295.00	700.00	42.14%
6025 Books/Subscriptions/Memberships	2,609.00	585.00	2,762.00	2,800.00	98.64%
6030 Admin Supplies and Expenses	3,655.04	459.58	5,383.36	3,500.00	153.81%
6032 Postage	642.07	0.00	8.10	700.00	1.16%
6035 Bank Service Charges	62.68	0.00	25.00	100.00	25.00%
6040 Professional Service	(17,140.90)	0.00	12,698.77	7,500.00	169.32%
6043 Accounting & Audit Fees	19,800.00	0.00	13,200.00	12,000.00	110.00%
6044 Water Testing	7,854.00	1,570.00	9,705.20	7,800.00	124.43%
6045 Legal Fees	3,060.00	1,285.00	15,787.85	7,500.00	210.50%
6050 System Maintenance and Repairs	269.20	1,585.38	11,035.85	7,500.00	147.14%
6051 System Equipment	11,265.69	582.69	11,771.14	11,100.00	106.05%
6052 Well Maintenance and Repairs	256.33	5,233.82	58,997.10	7,500.00	786.63%
6053 Tank Maintenance and Repairs	84.57	0.00	1,251.72	11,500.00	10.88%
6060 Equipment Costs other than Fuel	1,086.74	756.08	4,360.07	3,500.00	124.57%
6061 Equipment Fuel	2,132.71	224.44	6,100.45	3,500.00	174.30%
6067 Utilities	18,874.49	877.26	18,925.17	24,200.00	78.20%
6070 Insurance	2,890.08	0.00	6,501.41	5,000.00	130.03%
6095 Depreciation Expense	123,808.85	12,628.02	125,867.90	135,065.00	93.19%
Total Operating expense	262,996.06	25,787.27	376,865.86	360,052.00	104.67%
Total Income From Operations:	113,875.34	38,957.82	64,812.72	79,038.00	82.00%
Non-Operating Items:					
Non-operating income					
5510 Grants	0.00	0.00	206,565.42	1,140,000.00	18.12%
5520 Impact Fees	135,976.00	0.00	34,894.09	120,000.00	29.08%
5610 Interest Income	498.08	889.30	7,203.61	500.00	1,440.72%
5690 Sundry Revenue	0.00	0.00	(29.00)	100.00	-29.00%
Total Non-operating income	136,474.08	889.30	248,634.12	1,260,600.00	19.72%
Non-operating expense					
6080 Interest Expense	82,990.89	7,081.86	78,353.18	85,528.00	91.61%
Total Non-operating expense	82,990.89	7,081.86	78,353.18	85,528.00	91.61%
Total Non-Operating Items:	53,483.19	(6,192.56)	170,280.94	1,175,072.00	14.49%
Total Income or Expense	167,358.53	32,765.26	235,093.66	1,254,110.00	18.75%



BIG PLAINS WATER SPECIAL SERVICE DISTRICT MEETING

BOARD OF DIRECTORS, REGULAR MEETING

1777 N Meadowlark Dr, Apple Valley

Wednesday, May 10, 2023 at 6:00 PM

MINUTES

Chairman | Andy McGinnis

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

CALL TO ORDER- Chairman McGinnis called the meeting to order at 6:00 p.m.

PLEDGE OF ALLEGIANCE- Board Member Lindhardt led pledge of allegiance.

ROLL CALL

PRESENT

Chairman Andy McGinnis

Board Member Frank Lindhardt

Board Member Ross Gregerson

Board Member Jarry Zaharias

ABSENT

Board Member Harold Merritt

DECLARATION OF CONFLICTS OF INTEREST

None declared.

CONSENT AGENDA

1. Disbursement Listing for April 2023.
2. Budget Report for Fiscal Year 2023 through April 2023.

MOTION: Board Member Lindhardt motioned that we approve item one Disbursement Listing for April 2023 and item two Budget Report for Fiscal Year 2023 through April 2023.

SECOND: The motion was seconded by Board Member Gregerson.

VOTE: Chairman McGinnis called for a vote:

Board Member Gregerson - Aye

Board Member Zaharias - Aye

Board Member Lindhardt - Aye

Chairman McGinnis - Aye

The vote was unanimous and the motion carried

3. Minutes: April 12, 2023.

MOTION: Board Member Zaharias motioned that we approve the minutes for April 12, 2023.

SECOND: The motion was seconded by Board Member Lindhardt.

VOTE: Chairman McGinnis called for a vote:



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Board Member Gregerson - Aye

Board Member Zaharias - Aye

Board Member Lindhardt- Aye

Chairman McGinnis - Aye

The vote was unanimous and the motion carried

CHAIRMAN REPORT

4. April 2023 Water Usage Comparison.

Chairman McGinnis reported the District is working on the protection zone of Rock Well. Also, Board Member Gregerson has gotten parts and material to get tied into the blending line for Cook Well. They have a request in with Rocky Mountain Power for power to support the pump house. Hopefully this work will be completed in the next month or so. On Cook Well and Well 59 there was a break in the line earlier this year. When tested the repair broke. Board Members Gregerson and Merritt redid the system to accommodate the blending system. This will help mitigate the radium count on Well 59. Water will be pumped up from Well 59, mixed with Cook Well, and put in the system with approved State standards. The Rock Well is also going to be tied into the same blending system. The iron algae has been cleared up with the cleaning systems. We want to blend water and get back online.

Ultimately our plan is to have our engineering firm working on dedicated lines so those three wells go directly into the million-gallon tank. This is a big advantage for us with detention time in the tank. We will move away from using our distribution line for our tank and go to a separate system. Previously there wasn't a good maintenance system in place and that's in place now. The Rock Well online allows us to rotate wells.

Michael Farrar , 900 E Mountain Dr. Asked if this would help the stinky water issue in Cedar Point.

Chairman McGinnis reported the District saved \$32,000 getting information on the laptop for the meter reader software. We are currently prepping for summer. The previous Water Superintendent resigned and currently we have a part time employee, Trevor Turner. He is working on getting his certification to be a water master. We will be continuing to use the neighboring city, Hurricane for a DRC (Direct Reporting Contact). The Board discussed how long the certification will take. Board Member Lindhardt asked on the pending water impact fee study and engineering was discussed. The report from the attorney is back for the water rights. Board Member Lindhardt inquired about allocations in the report.

Chairman Gregerson discussed that Cedar point had murky water from what we understand, this water is from the roadwork Washington County is doing. The one fire hydrant got 10 loads taken and that was a dead-end road. It was discussed for future bulk water use they will use the hydrants directed so this does not happen in the future.



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MINUTES

Water Usage Comparison reviewed by Chairman McGinnis that is presented in the packet. He asked the community to be mindful on water usage as we go into summer. He thanked the community for the good work on water conservation.

DISCUSSION AND ACTION

5. FY2024 Tentative Budget Approval, Resolution-BPW-R-2023-02.

Town Administrator Jauna McGinnis reported the salary and benefits have decreased. Regarding the Enterprise Transfer of funds that is where it is going to change and \$25,000 was added to that for employee part-time and administrative cost. We have done some research and the legal opinion is that we can use overall numbers rather than for each bond and we will no longer be in a deficit. The capital projects are pending due to being in the hands of Engineer's for cost. The blending in the lines, Rock Well, and telemetry were discussed. Systems maintenance repairs was discussed in capital projects. Amending the budget was discussed.

MOTION: Board Member Zaharias motioned that we approve our Tentative Budget for Resolution-BPW-R-2023-02 and set the hearing date for June 14, 2023.

SECOND: The motion was seconded by Board Member Lindhardt.

VOTE: Chairman McGinnis called for a Roll Call vote:

Board Member Gregerson - Aye
 Board Member Zaharias - Aye
 Board Member Lindhardt- Aye
 Chairman McGinnis - Aye

The vote was unanimous and the motion carried

REQUEST FOR A CLOSED SESSION

No request.

ADJOURNMENT

MOTION: Board Member Lindhardt motioned to adjourn the meeting.

SECOND: The motion was seconded by Board Member Zaharias.

VOTE: Chairman McGinnis called for a vote:



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BOARD OF DIRECTORS, REGULAR MEETING

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Wednesday, May 10, 2023 at 6:00 PM

MINUTES

Board Member Gregerson - Aye

Board Member Zaharias - Aye

Board Member Lindhardt - Aye

Chairman McGinnis - Aye

The vote was unanimous and the motion carried.

The meeting was adjourned at 6:30 p.m.

Date Approved: _____

Approved BY: _____
Chairman |

Attest BY: _____
Recorder | Jenna Vizcardo