



# BIG PLAINS WATER SPECIAL SERVICE DISTRICT MEETING

BOARD OF DIRECTORS, REGULAR MEETING

1777 N Meadowlark Dr, Apple Valley

Wednesday, February 08, 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, February 08, 2023**, commencing at **6:00 PM** or shortly thereafter at **1777 N Meadowlark Dr, Apple Valley**.

**Chairman** | Andy McGinnis

**Board Members** | Frank Lindhardt | Harrold 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

### 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.

- [1.](#) Disbursement Listing for January 2023.
- [2.](#) Budget Report for Fiscal Year 2023 through January 2023.

### APPROVAL OF MINUTES

- [3.](#) Minutes: January 11, 2023.

### CHAIRMAN | WATER SUPERINTENDENT REPORT

- [4.](#) January 2023 Water Usage Comparison

### ENGINEERING

### 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](http://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**  
**Disbursement Listing**  
**Checking - SBSU - 01/01/2023 to 01/31/2023**

Item 1.

| Payee Name                        | Reference Number | Payment Date | Payment Amount     | Void Date  | Void Amount        | Source     |
|-----------------------------------|------------------|--------------|--------------------|------------|--------------------|------------|
| Galloway & Company, Inc.          | 1279             | 11/10/2022   |                    | 01/19/2023 | \$4,275.00         | Purchasing |
| Galloway & Company, Inc.          | 1293             | 12/13/2022   |                    | 01/19/2023 | \$2,945.00         | Purchasing |
| Lambert Duval                     | 1310             | 01/01/2023   | \$322.96           |            |                    | Purchasing |
| ChemTech-Ford Laboratories        | 1305             | 01/03/2023   | \$420.00           |            |                    | Purchasing |
| UASD                              | 1306             | 01/03/2023   | \$427.00           |            |                    | Purchasing |
| Ruesch & Reeve                    | 1314             | 01/03/2023   | \$1,480.00         |            |                    | Purchasing |
| Apple Valley Storage, LLC         | AVS01032023      | 01/03/2023   | \$95.00            |            |                    | Purchasing |
| Superior Technical Solutions, LLC | STS01032023      | 01/03/2023   | \$98.21            |            |                    | Purchasing |
| Tax1099.com                       | DEBIT0104202     | 01/04/2023   | \$7.48             |            |                    | Purchasing |
| Tax1099.com                       | DEBIT0104202     | 01/04/2023   | \$14.96            |            |                    | Purchasing |
| Town of Apple Valley              | 1303             | 01/06/2023   |                    | 01/06/2023 | \$3,233.73         | Purchasing |
| Town of Apple Valley              | 1304             | 01/06/2023   | \$3,233.73         |            |                    | Purchasing |
| City of St. George                | 1313             | 01/06/2023   | \$45.00            |            |                    | Purchasing |
| Utah Retirement Systems           | URS01062023      | 01/06/2023   | \$374.49           |            |                    | Payroll    |
| Blue Stakes of Utah 811           | 1307             | 01/11/2023   | \$65.70            |            |                    | Purchasing |
| Scholzen Products Company, Inc.   | 1308             | 01/11/2023   | \$329.56           |            |                    | Purchasing |
| Revco Leasing                     | 1312             | 01/11/2023   | \$151.20           |            |                    | Purchasing |
| Galloway & Company, Inc.          | 1318             | 01/12/2023   | \$4,125.00         |            |                    | Purchasing |
| Galloway & Company, Inc.          | 1319             | 01/12/2023   | \$2,625.00         |            |                    | Purchasing |
| Health Equity                     | HE01122023       | 01/12/2023   | \$2.25             |            |                    | Purchasing |
| Payroll                           | 0113231200       | 01/13/2023   | \$1,681.60         |            |                    | Paycheck   |
| Internal Revenue Service          | EFTPS0113202     | 01/13/2023   | \$461.08           |            |                    | Payroll    |
| Glass Water Systems               | GWS 01132023     | 01/13/2023   | \$2,915.78         |            |                    | Purchasing |
| Health Equity                     | HE01132023       | 01/13/2023   | \$134.62           |            |                    | Payroll    |
| Galloway & Company, Inc.          | 1315             | 01/16/2023   | \$3,380.00         |            |                    | Purchasing |
| Galloway & Company, Inc.          | 1316             | 01/16/2023   | \$3,015.00         |            |                    | Purchasing |
| Galloway & Company, Inc.          | 1317             | 01/16/2023   | \$2,526.25         |            |                    | Purchasing |
| Discount Tire                     | Debit01172023    | 01/17/2023   | \$883.62           |            |                    | Purchasing |
| USDA Rural Development            | USDA01172023     | 01/17/2023   | \$1,269.00         |            |                    | Purchasing |
| USDA Rural Development            | USDA01172023     | 01/17/2023   | \$9,271.00         |            |                    | Purchasing |
| Hinton Burdick CPA's              | 1311             | 01/18/2023   | \$4,500.00         |            |                    | Purchasing |
| Little Creek Station              | LC01182023       | 01/18/2023   | \$143.58           |            |                    | Purchasing |
| Utah Retirement Systems           | URS01182023      | 01/18/2023   | \$374.49           |            |                    | Payroll    |
| Rocky Mountain Power Company      | RMP01192023      | 01/19/2023   | \$1,192.08         |            |                    | Purchasing |
| State Bank of Southern Utah       | SBSU01202023     | 01/20/2023   | \$466.52           |            |                    | Purchasing |
| Payroll                           | 0127231200       | 01/27/2023   | \$1,638.10         |            |                    | Paycheck   |
| Public Employees Health Program   | 1320             | 01/27/2023   | \$566.99           |            |                    | Payroll    |
| Internal Revenue Service          | EFTPS0127202     | 01/27/2023   | \$493.77           |            |                    | Payroll    |
| Health Equity                     | HE01272023       | 01/27/2023   | \$134.62           |            |                    | Payroll    |
| Utah Retirement Systems           | URS01272023      | 01/27/2023   | \$374.49           |            |                    | Payroll    |
|                                   |                  |              | <b>\$49,240.13</b> |            | <b>\$10,453.73</b> |            |

**Big Plains Water Special Service District**  
**Operational Budget Report**  
**51 Big Plains Water & Sewer SSD - 07/01/2022 to 01/31/2023**  
**58.33% of the fiscal year has expired**

Item 2.

|                                      | Prior YTD          | Current Month     | Current YTD        | Annual Budget       | Percent Used   |
|--------------------------------------|--------------------|-------------------|--------------------|---------------------|----------------|
| <b>Income or Expense</b>             |                    |                   |                    |                     |                |
| <b>Income From Operations:</b>       |                    |                   |                    |                     |                |
| <b>Operating income</b>              |                    |                   |                    |                     |                |
| 5140 Water Sales                     | 212,551.19         | 18,384.30         | 195,897.66         | 378,000.00          | 51.82%         |
| 5150 Water Standby Fees              | 25,155.82          | 2,989.00          | 21,877.76          | 34,840.00           | 62.79%         |
| 5310 Connection Fees                 | 9,600.00           | 0.00              | 5,030.00           | 9,000.00            | 55.89%         |
| 5410 Late Penalties and Fees         | 0.00               | 377.18            | 2,204.32           | 15,000.00           | 14.70%         |
| 5490 Other Operating Income          | 150.00             | 104,216.07        | 110,044.75         | 2,250.00            | 4,890.88%      |
| <b>Total Operating income</b>        | <b>247,457.01</b>  | <b>125,966.55</b> | <b>335,054.49</b>  | <b>439,090.00</b>   | <b>76.31%</b>  |
| <b>Operating expense</b>             |                    |                   |                    |                     |                |
| 6010 Clerical Contractor Labor       | (5,660.08)         | 0.00              | 0.00               | 0.00                | 0.00%          |
| 6011 Town Interlocal Agreement Costs | 0.00               | 3,233.73          | 5,646.96           | 15,336.00           | 36.82%         |
| 6013 Water Salaries and Wages        | 33,328.07          | 4,168.00          | 31,260.00          | 55,000.00           | 56.84%         |
| 6014 Water Benefits                  | 25,515.43          | 1,884.36          | 13,390.47          | 37,051.00           | 36.14%         |
| 6016 Admin Benefits                  | 2.25               | 0.00              | 0.00               | 0.00                | 0.00%          |
| 6021 Public Postings                 | 0.00               | 0.00              | 0.00               | 400.00              | 0.00%          |
| 6023 Travel/Fuel                     | 0.00               | 0.00              | 2,565.40           | 800.00              | 320.68%        |
| 6024 Training                        | 0.00               | 0.00              | 295.00             | 700.00              | 42.14%         |
| 6025 Books/Subscriptions/Memberships | 1,918.00           | 427.00            | 2,177.00           | 2,800.00            | 77.75%         |
| 6030 Admin Supplies and Expenses     | 2,694.32           | 334.85            | 2,939.72           | 3,500.00            | 83.99%         |
| 6032 Postage                         | 0.00               | 82.93             | 82.93              | 700.00              | 11.85%         |
| 6035 Bank Service Charges            | 56.00              | 0.00              | 0.00               | 100.00              | 0.00%          |
| 6040 Professional Service            | 5,476.59           | 5,990.70          | 32,408.95          | 7,500.00            | 432.12%        |
| 6043 Accounting & Audit Fees         | 7,300.00           | 4,500.00          | 8,700.00           | 12,000.00           | 72.50%         |
| 6044 Water Testing                   | 4,259.00           | 465.00            | 2,904.66           | 7,800.00            | 37.24%         |
| 6045 Legal Fees                      | 0.00               | 1,480.00          | 10,792.85          | 7,500.00            | 143.90%        |
| 6050 System Maintenance and Repairs  | 831.25             | 0.00              | 9,082.27           | 7,500.00            | 121.10%        |
| 6051 System Equipment                | 2,731.36           | 3,010.78          | 6,364.85           | 11,100.00           | 57.34%         |
| 6052 Well Maintenance and Repairs    | 0.00               | 0.00              | 23,758.50          | 7,500.00            | 316.78%        |
| 6053 Tank Maintenance and Repairs    | 0.00               | 266.56            | 1,251.72           | 11,500.00           | 10.88%         |
| 6060 Equipment Costs other than Fuel | 6,314.86           | 1,206.58          | 1,998.73           | 3,500.00            | 57.11%         |
| 6061 Equipment Fuel                  | 1,420.07           | 527.17            | 2,382.79           | 3,500.00            | 68.08%         |
| 6067 Utilities                       | 14,815.35          | 1,192.08          | 10,281.09          | 24,200.00           | 42.48%         |
| 6070 Insurance                       | 4,272.58           | 0.00              | 5,907.41           | 5,000.00            | 118.15%        |
| 6095 Depreciation Expense            | 78,787.45          | 11,255.35         | 78,787.45          | 135,065.00          | 58.33%         |
| <b>Total Operating expense</b>       | <b>184,062.50</b>  | <b>40,025.09</b>  | <b>252,978.75</b>  | <b>360,052.00</b>   | <b>70.26%</b>  |
| <b>Total Income From Operations:</b> | <b>63,394.51</b>   | <b>85,941.46</b>  | <b>82,075.74</b>   | <b>79,038.00</b>    | <b>103.84%</b> |
| <b>Non-Operating Items:</b>          |                    |                   |                    |                     |                |
| <b>Non-operating income</b>          |                    |                   |                    |                     |                |
| 5510 Grants                          | 0.00               | 0.00              | 0.00               | 1,140,000.00        | 0.00%          |
| 5520 Impact Fees                     | 39,976.00          | 0.00              | 22,894.09          | 120,000.00          | 19.08%         |
| 5610 Interest Income                 | 217.60             | 642.83            | 4,069.23           | 500.00              | 813.85%        |
| 5690 Sundry Revenue                  | 0.00               | 0.00              | 0.00               | 100.00              | 0.00%          |
| <b>Total Non-operating income</b>    | <b>40,193.60</b>   | <b>642.83</b>     | <b>26,963.32</b>   | <b>1,260,600.00</b> | <b>2.14%</b>   |
| <b>Non-operating expense</b>         |                    |                   |                    |                     |                |
| 6080 Interest Expense                | 54,084.76          | 7,122.50          | 46,794.63          | 85,528.00           | 54.71%         |
| <b>Total Non-operating expense</b>   | <b>54,084.76</b>   | <b>7,122.50</b>   | <b>46,794.63</b>   | <b>85,528.00</b>    | <b>54.71%</b>  |
| <b>Total Non-Operating Items:</b>    | <b>(13,891.16)</b> | <b>(6,479.67)</b> | <b>(19,831.31)</b> | <b>1,175,072.00</b> | <b>-1.69%</b>  |
| <b>Total Income or Expense</b>       | <b>49,503.35</b>   | <b>79,461.79</b>  | <b>62,244.43</b>   | <b>1,254,110.00</b> | <b>4.96%</b>   |



# BIG PLAINS WATER SPECIAL SERVICE DISTRICT MEETING

BOARD OF DIRECTORS, REGULAR MEETING

1777 N Meadowlark Dr, Apple Valley

Wednesday, January 11, 2023 at 6:00 PM

## MINUTES

**Chairman** | Andy McGinnis

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

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

**PLEDGE OF ALLEGIANCE**- Board Member Jarry Zaharias led the pledge of allegiance.

### ROLL CALL

### PRESENT

Chairman Andy McGinnis

Board Member Frank Lindhardt

Board Member Harold Merritt

Board Member Ross Gregerson

Board Member Jarry Zaharias

### DECLARATION OF CONFLICTS OF INTEREST

None declared.

### CONSENT AGENDA

1. Disbursement Listing for October 2022 and December 2022.
2. Budget Report for Fiscal Year 2023 through October 2022.
3. Budget Report for Fiscal Year 2023 through December 2022.

The Board has reviewed and they have no questions as to what is presented.

**MOTION:** Board Member Lindhardt motioned that we approve the three items that are on our consent agenda, Disbursement listing October 22 and December 22, Budget Report for Fiscal Year 2023 through October 22, and Budget Report for Fiscal Year 2023 through December 22.

**SECOND:** The motion was seconded by Board Member Zaharias.

**VOTE:** Chairman McGinnis called for a vote:

Board Member Merritt - Aye

Board Member Gregerson – Aye

Board Member Zaharias – Aye

Board Member Lindhardt- Aye

Chairman McGinnis - Aye

The vote was unanimous and the motion carried.



# BIG PLAINS WATER SPECIAL SERVICE DISTRICT MEETING

BOARD OF DIRECTORS, REGULAR MEETING

1777 N Meadowlark Dr, Apple Valley

Wednesday, January 11, 2023 at 6:00 PM

## MINUTES

### APPROVAL OF MINUTES

4. Minutes: December 14, 2022.

The Board has reviewed and have no questions.

**MOTION:** Board Member Merritt motioned to approve minutes from December 14, 2022.

**SECOND:** The motion was seconded by Board Member Gregerson.

**VOTE:** Chairman McGinnis called for a vote:

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

The vote was unanimous and the motion carried.

### PUBLIC COMMENTS

No public comments.

### CHAIRMAN | WATER SUPERINTENDENT REPORT

Dale Harris went over what the district has been up to for the last little bit. Especially on the Cedar Point side and wells we inherited that have iron algae. The district has been working to get another source online and sample as well as legalizing with state monitoring. Well 59 has radium and we have been working on cleaning it up. It's going kind of good. Without the board he doesn't know what he would do without them because they are a huge asset and help. He discussed blending systems would help the iron algae problem. This would include no servers in Cedar Point and all water will go to million-gallon tank. Canaan Springs has been completed but with the monsoons wash out we have had to recover some items. A flow meter was installed. Those sources will be fenced up there. The issue with the cook well is that we inherited a system that we are trying our best to keep up with. A leak was fixed by Chairman Andy McGinnis and him earlier. He elaborated a little more on the 6-inch line and being more efficient and being able to flush the lines. He will be able to test the tank and be more efficient putting the water in the system. He thanked the Board for their help and he could not do this alone. Board Member Gregerson asked about the 6-inch line being the sole source. Dale Harris answered this will help get better control of the water that we don't have over there. We have gone through our sources and we made effort but it just didn't produce. Everything that we have done we have done in house. Washington Conservancy District helped with Well 59 but other than that it's me and volunteer hours. Board Member Lindhardt asked what the usage is for summer high months. Answered between 3-4 million a month. Winter months is less.



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## MINUTES

Board member Lindhardt asked how often the wells need to be maintained. Dale Harris answered every 5 years.

Chairman McGinnis discussed a water usage analysis for December 2021 vs 2022 with savings of about 200,000K gallons. He appreciates the residents being able to cut back. July 2021 vs 2022 there were 300,000K gallons saved. In August 1.5 million gallons saved, September 1.8 million gallons saved, October overused by 35,000K gallons, and November 1.1 million gallons saved. He thanked the residents. In August 2021 vs 2022 we saved 700,000K gallons with growth. The totals for using water both years with total saving of 5 million and both years 2021-2022 over 250,000K gallons overage with growth and that is acceptable for sure. This has been a nice wet fall winter. I would hope we continue these trends of water savings which better in the long run and easier on our system. Hopefully in the near future the Water conservancy District studies and aquifer study will be available for future planning.

### ENGINEERING

Excused by Chairman McGinnis due to no engineering report at this time.

### DISCUSSION AND ACTION

- 5. Discussion and Action:** Consider approval of 2023 Annual Meeting Schedule.

Board Member Lindhardt commented the meetings are scheduled monthly on the 2<sup>nd</sup> Wednesday.  
Chairman McGinnis commented we are keeping the same schedule as previous.

**MOTION:** Board Member Gregerson motioned to approve the proposed meeting schedule for the calendar year 2023.

**SECOND:** The motion was seconded by Board Member Zaharias.

**VOTE:** Chairman McGinnis called for a vote:

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

The vote was unanimous and the motion carried.



# BIG PLAINS WATER SPECIAL SERVICE DISTRICT MEETING

BOARD OF DIRECTORS, REGULAR MEETING

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Wednesday, January 11, 2023 at 6:00 PM

## MINUTES

6. **Discussion and Action:** Consider approval of request to sublease BLM/Wilderness leased agreement - Spring#1 and #2. Applicant: Kenstal LLC.

Chairman McGinnis reported that Ms. Webb has asked us to extend this one more meeting, she's been having a hard time getting her lawyer and our meetings on the same schedule. Board Member Lindhardt suggested since there is no fee for this that we take off the agenda until they are ready to be put back on at the applicant's request. Board Member Merritt agreed.

**MOTION:** Board Member Merritt motioned to approve the deletion of Kenstal's request for application for subleasing the easement on BLM and Wilderness.

**SECOND:** The motion was seconded by Board Member Lindhardt.

**VOTE:** Chairman McGinnis called for a vote:

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

The vote was unanimous and the motion carried.

7. SSD District Training Video-Test to be taken after the meeting is adjourned.

Local District and Special Service District Board Member Training 2023 Video watched by the Board Members. Test will be taken after the meeting is adjourned.

### REQUEST FOR A CLOSED SESSION

No request.

### ADJOURNMENT

**MOTION:** Board Member Gregerson motioned to adjourn the meeting.

**SECOND:** The motion was seconded by Board Member Zaharias.

**VOTE:** Chairman McGinnis called for a vote:

Board Member Merritt - Aye



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### MINUTES

Board Member Gregerson – Aye

Board Member Zaharias – Aye

Board Member Lindhardt- Aye

Chairman McGinnis - Aye

The vote was unanimous and the motion carried.

Meeting adjourned at 7:23 p.m.

Date Approved: \_\_\_\_\_

Approved BY: \_\_\_\_\_  
Chairman | Andy McGinnis

Attest BY: \_\_\_\_\_  
Town Clerk/Recorder | Jenna Vizcardo

**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) |
| <b>JUL 2022</b>       | 6,117,230        | 6,451,930 | (334,700)     | 8,059,327    | 6,572,750 | 1,486,577     |
| <b>AUG</b>            | 4,484,140        | 6,052,550 | (1,568,410)   | 5,337,420    | 6,073,830 | (736,410)     |
| <b>SEP</b>            | 4,465,090        | 6,266,750 | (1,801,660)   | 5,540,460    | 6,304,990 | (764,530)     |
| <b>OCT</b>            | 3,002,500        | 2,967,370 | 35,130        | 3,813,180    | 2,971,340 | 841,840       |
| <b>NOV</b>            | 1,656,380        | 2,797,940 | (1,141,560)   | 2,327,480    | 2,900,120 | (572,640)     |
| <b>DEC</b>            | 2,293,220        | 2,507,480 | (214,260)     | 2,956,200    | 2,556,930 | 399,270       |
| <b>JAN 2023</b>       | 1,543,380        | 1,671,920 | (128,540)     | 2,406,879    | 1,675,760 | 731,119       |
|                       |                  |           |               |              |           |               |
| <b>TOTAL DECREASE</b> |                  |           | (5,025,460)   |              |           | 254,837       |

Comparable Accounts: Had usage in both years

Total System: All usage