

Minutes of regular meeting of the Big Plains Water and Sewer Special Service District, Washington County, Utah that was held on the 16th day of August, 2017 at the Town Office Building, 1777 N. Meadowlark Dr., Apple Valley, Utah.

1. The meeting was called to order at 6:00 pm.
2. The Pledge of Allegiance was led by Harold Merritt.
3. Roll Call: Neil Duncan, Harold Merritt, Ron Brown, and Mayor Moser were present. Jack Davis was absent. Dale Harris was present. Rod Mills of Ensign Engineering was present. Legal counsel was excused. Nathan Bronemann was present taking minutes.
4. Declarations of conflict of interests
None stated.
5. Discussion and action on awarding the bid for materials for the Well 59 project

Rod Mills said they had followed procurement rules and obtained three bids. He said the bids were pretty tight and that the Scholzen bid came in lowest. He said the engineering recommendation was to use Scholzen Products to purchase the materials.

Motion made by Mayor Moser to award the bid to Scholzen Products. Neil Duncan seconded the motion. Vote: Neil Duncan-yes, Mayor Moser-yes, Ron Brown-yes, and Harold Merritt-yes. The motion passed 4/0.

Ron Brown asked why the bidding wasn't done in house instead of having engineering submit the bids.

Mayor Moser said they were following the requirements for the funding.

Ron Brown said he would like to save money when they could.

Mayor Moser said the engineering fee was already part of the funding package and that the bidding didn't cost the District any additional money.

6. Construction and Acquisitions – Harold Merritt
 - a. New Water Systems

Mayor Moser said the attorney was revising the Canaan Springs purchase contract and would turn it over to the selling party's attorneys for approval. He said there was a well originally included in the original offer that was found to not be a producing well, so the contract needed to be revised to remove that well.

Ron Brown asked if water rights were tied to the well.

Rod Mills said there were water rights and they were still part of the purchase agreement.

Denny Bass asked about the terms of the funding.

Harold Merritt said the funding included a \$362,000 loan at 1% interest and the payments would be about \$13,000 per year. He said there was a \$153,000 grant portion to the funding as well. He said the estimated annual income from water service to the Canaan residents should cover the annual payment.

Harold Merritt asked about the status of the Axxess Funding issue regarding water rights.

Mayor Moser said the attorney was dealing with it but it seemed they were no longer pushing the issue.

Ron Brown said he didn't want to lose any water rights.

Harold Merritt asked about the income survey.

Nathan Bronemann said Curtis Neilson was going to draft a project description and that they had all other information they needed. We just needed to schedule the survey.

Harold Merritt said there was some drilling going on out on Little Creek.

Dale Harris said they were outside of the Town/District boundaries.

Rod Mills said in theory it was a closed basin and it could affect the District's water. He recommended keeping an eye on the situation.

Ron Brown asked about the hydrant flushing plan.

Dale Harris said they needed to put a hydrant flushing plan in place. He said there was nothing in writing. He said he regularly flushed dead ends, but he didn't exercise all hydrants.

Ron Brown suggested rotating Richard Fischer around.

Dale Harris said he did rotate him around, but not to dead ends where the water might not be as good.

7. Funding – Rod Mills

Nothing more to discuss.

Harold Merritt asked about the water demands for Aaron Stout's project.

Rod Mills said he was discussing that with him today.

Dale Harris said he had paid to upgrade to a 1-inch meter.

Rod Mills said he may need larger than a 1-inch connection to service his full project.

Harold Merritt suggested that the impact fees be charged incrementally for commercial projects. He said the water bill would make up for the up front fees. He suggested reevaluating the commercial impact fee schedule.

Rod Mills said it had been discussed previously and could certainly be done that way.

Ron Brown asked if a motion could be made.

Harold Merritt asked for a proposed policy amendment on commercial impact fees to be placed on the next agenda.

Rod Mills said he could put something together.

8. Operations – Neil Duncan

Dale Harris said he would be on vacation and Kevin Sair and Harold Merritt had been educated on the system. He said he could be reached by phone if there was an issue.

Neil Duncan asked about the telemetry system.

Dale Harris said he was waiting on a part that was on back order. He said he had been running manually since the first week in May.

9. Resource Management – Mayor Moser

Nothing more to discuss.

10. Development – Jack Davis

Nothing to report.

a. Water Rates
Nothing to discuss.

b. Sewer
Nothing to discuss.

11. Review of Policies and Procedures

Nothing to discuss.

12. Consent Calendar - Income and Expenses

Motion made by Neil Duncan to accept the consent calendar as presented. Mayor Moser seconded the motion. Vote: Neil Duncan-yes, Mayor Moser-yes, Ron Brown-yes, and Harold Merritt-yes. The motion passed 4/0.

The board reviewed the current budget.

13. Consider approval of minutes:

a. July 19, 2017 Meeting Minutes
Motion made by Mayor Moser to approve the July 19, 2017 meeting minutes. Neil Duncan seconded the motion. Vote: Neil Duncan-yes, Mayor Moser-yes, Ron Brown-yes, and Harold Merritt-yes. The motion passed 4/0.

14. Request for a closed session

None requested.

15. Adjournment

Motion made by Ron Brown to adjourn the meeting. Neil Duncan seconded the motion. Vote: Neil Duncan-yes, Mayor Moser-yes, Ron Brown-yes, and Harold Merritt-yes. The motion passed 4/0.

Meeting adjourned at approximately 6:33 PM.

Date approved: _____

ATTEST BY: _____
Nathan Bronemann

Chairman Harold Merritt