BIG PLAINS WATER SPECIAL SERVICE DISTRICT MEETING

BOARD OF DIRECTORS, REGULAR MEETING
1777 N Meadowlark Dr, Apple Valley
Wednesday, February 19, 2025 at 6:30 PM

MINUTES

CALL TO ORDER- Chairman Farrar called the meeting to order at 6:30 p.m.
PLEDGE OF ALLEGIANCE
ROLL CALL
PRESENT
Chairman Michael Farrar
Board Member Kevin Sair
Board Member Scott Taylor
Board Member Richard Palmer
ABSENT
Board Member Annie Spendlove

DECLARATION OF CONFLICTS OF INTEREST

None declared.

CHAIR REPORT

Chairman Farrar reported that there were no significant updates to share. However, he noted that on March 5, a possible meeting would be held to review the preliminary aquifer study report, which would provide extensive information. Notices regarding the meeting date would be sent out.

DISCUSSION AND ACTION

1. Resolution BPW-R-2025-01, Addendum to Interlocal Agreement with the Town of Apple Valley.

   Chairman Farrar discussed Resolution BPW-R-2025-01, an addendum to the local agreement with the Town of Apple Valley. The primary change involved adjusting the payment structure from a $5,000 flat rate to $3,000 per month paid to the town. Additionally, Richard Nootenboom would no longer serve in a joint capacity but would be fully dedicated to Public Works. If additional assistance was required, services would be obtained from the town at a rate of $25 per hour.

MOTION: Board Member Sair motioned we approve Resolution BPW-R-2025-01, Addendum to Interlocal Agreement with the Town of Apple Valley.
SECOND: The motion was seconded by Board Member Palmer.
VOTE: Chairman Michael Farrar called for a Roll Call vote:

Board Member Taylor - Aye
Board Member Sair - Aye
Chairman Farrar - Aye
Board Member Palmer - Aye
Board Member Spendlove - Absent

The vote was unanimous and the motion carried.

2. Resolution BPW-R-2025-02, Amend Title 01.15.000 Bulk Water Sales and 01.20.030 Bulk Meter.

Chairman Farrar discussed Resolution BPWR-2025-02, amending policies on bulk water sales and bulk meters to align with current practices. The changes clarify that the deposit for renting a bulk water meter remains on the account to cover unpaid fees or repairs and is non-refundable once settled. Bulk water charges will be invoiced monthly and must be paid on time to avoid finance charges, suspension of privileges, or deposit forfeiture. A new provision allows fines for meter tampering. The updates aim to prevent unpaid balances, particularly from contractors. Chairman Farrar invited questions.

MOTION: Board Member Sair motioned we approve Resolution BPW-R-2025-02, Amend Title 01.15.000 Bulk Water Sales and 01.20.030 the Bulk Meters.
SECOND: The motion was seconded by Board Member Palmer.
VOTE: Chairman Michael Farrar called for a Roll Call vote:

Board Member Taylor - Aye
Board Member Sair - Aye
Chairman Farrar - Aye
Board Member Palmer - Aye
Board Member Spendlove - Absent

The vote was unanimous and the motion carried.

3. Install a new pump and motor to Gregerson well.

Chairman Farrar discussed the installation of a new pump and motor for the Gregerson well. The current pump motor is around 15 years old, exceeding the typical lifespan of five to ten years. Normally, if costs exceed $12,000, three quotes are required, but due to the specialized nature of this work and long-term use of the same pump company, the matter was brought directly to the board.

The replacement is a proactive measure ahead of the upcoming connection to the Cedar Point pipeline, which will increase demand on the wells. Replacing the pump now ensures reliability and prevents potential failures when demand rises. The district will also retain the old pump as a backup to avoid high emergency replacement costs, as past emergency pump replacements incurred significant fees.

The total installation cost is approximately $13,000, and funding is available. With only two primary wells in operation, maintaining their efficiency is a priority. Chairman Farrar emphasized the importance of taking care of the infrastructure and avoiding unexpected failures.

MOTION: Board Member Taylor moved we approve the installation of a new pump and motor to Gregerson well.
SECOND: The motion was seconded by Board Member Sair.
VOTE: Chairman Michael Farrar called for a vote:

Board Member Taylor - Aye
Board Member Sair - Aye
Chairman Farrar - Aye
Board Member Palmer - Aye
Board Member Spendlove - Absent

The vote was unanimous and the motion carried.

CONSENT AGENDA

4. Minutes: January 15, 2025.
5. Disbursement Listing for January 2025.
6. Budget Report for Fiscal Year 2025 through January 2025.

   Chairman Farrar moved on to the consent agenda, noting that the items could be approved in one motion. The agenda included the minutes from January 15, 2025, the disbursement listing for January 2025, and the budget report for fiscal year 2025 through January 2025. Chairman Farrar asked if there were any questions regarding the budget.

MOTION: Board Member Taylor moved we approve the Consent Agenda, item four through six.
SECOND: The motion was seconded by Board Member Sair.
VOTE: Chairman Michael Farrar called for a vote:

Board Member Taylor - Aye
Board Member Sair - Aye
Chairman Farrar - Aye
Board Member Palmer - Aye
Board Member Spendlove - Absent

The vote was unanimous and the motion carried.

REQUEST FOR A CLOSED SESSION

No request.

ADJOURNMENT

MOTION: Board Member Sair motioned to adjourn.
SECOND: The motion was seconded by Board Member Palmer.
VOTE: Chairman Michael Farrar called for a vote:

Board Member Taylor - Aye
Board Member Sair - Aye
Chairman Farrar - Aye
Board Member Palmer - Aye
Board Member Spendlove - Absent

The vote was unanimous and the motion carried.

Meeting adjourned at 6:34 p.m.

Date Approved: ____________________

Approved BY: _____________________

Chairman | Michael Farrar

Attest BY: ____________________

Clerk/Recorder | Jenna Vizcardo