

OPENING

Chairman Merritt brought the meeting to order at 6:00 p.m. welcoming all in attendance and led the Pledge of Allegiance.

PRESENT

Chairman Harold Merritt
Board Member Ross Gregerson
Board Member Denny Bass

CONSENT AGENDA

- A. Board Meeting Minutes for April 16, 2020**
- B. Board Meeting Minutes for May 7, 2020**
- C. Board Meeting Minutes for May 14, 2020**
- D. April-June 2020 Expense Report**
- E. Fiscal Year 2020 Operational Budget Report**
- F. Fiscal Year 2020 Financial Report**

MOTION: Chairman Merritt moves to approve items A, B, and C on the consent agenda.

SECOND: Board Member Bass

VOTE: Chairman Merritt called for a vote:
Board Member Gregerson Aye
Chairman Merritt Aye
Board Member Bass Aye

The vote was unanimous and the motion carried

Ben Billingsley- Gave a brief presentation on the FY20 income statement and expense report.

MOTION: Chairman Merritt moves to approve items D, E, and F on the consent agenda.

SECOND: Board Member Bass

VOTE: Chairman Merritt called for a vote:
Board Member Gregerson Aye
Chairman Merritt Aye
Board Member Bass Aye

The vote was unanimous and the motion carried

STAFF REPORTS

1. Dale Harris, Superintendent

Dale Harris- Reported on the Cedar Point million gallon water tank levels. Measures were taken to cut usage, including calling major water users and pulling bulk meters that were checked out. The Cooke well was put online, and between Cooke and Well 59 we are pulling 98 GPM. He explained that with anticipated usage we are running out of options. Also reported on water theft in the system and associated water losses. He stated we are at a 13% water loss rate. Dale Harris also proposed the following companies to be approved contractors to extend water lines and excavate water meters.

- Prime excavation
- Allstar excavation
- Diggen Rigger
- Dixie Works excavation

Stated that he communicated with the state and discovered that contractors have to abide by our standards and we have a say in who can, and who cannot work on the system. Colt Smith with the state confirmed this. Dale Harris also suggested that all work be done with a bond that is held should there be any problems with the line.

Board Member Bass- Asked if Dale Harris provides people a list of approved contractors?

Dale Harris- Responded that this is what he is proposing.

2. Rod Mills, District Engineer

Rod Mills- Reported that recorded water rights are in the bank from Gooseberry (preserve) which gives us a buffer on usage. We are in the process of transferring water rights into Well 59 and Cooke Well.

He mentioned that the state has reviewed and approved the source protection plan for Well 59. They must be renewed every 5 years, and they start monitoring it after a couple years. Leidy will be getting some information to Ben for the mailing on the Cooke Well. The Cooke Well Source Protection was an update. He explained that final approval was received on the ECWAG project to move forward with bidding. We are on schedule and we can begin advertising for bid proposals by next week for this spring rehabilitation.

Chairman Merritt- Verified that it will go out to bid on the 15th, and the project preview will be on the Tuesday the 18th. We may need a public notice for the event depending on the number of board members that will be in attendance.

DISCUSSION AND ACTION

3. Discussion on Cooke Well Report

Item covered with District Engineer report.

4. Discussion on Canaan Springs Report

Item covered with District Engineer report.

5. Discussion on Capital Improvement study and Zions Bank Water Impact Fee study

Rod Mills- Reported that there are two components to an impact fee study; an impact fee facilities plan and the financial analysis of the study. He mentioned that he has done this in the past. He feels that it would be wise with the current environment to have the financial side of the study to be conducted by a 3rd party. He also mentioned that we were denied funding for an application due to the political environment.

Water system master plan

Rob Mills- Explained that the budget for the IFFP of the Impact Fee will be \$5,000, which would typically cost \$10,000. Rod suggested that if the board feels it appropriate, they would pass a motion granting him permission to work with Zions Public Finance to complete the financial analysis portion of the project. He has already been in communication with them, and the numbers that have been discussed with Zions is under \$5,000, which normally costs \$40-50,000.

MOTION: Chairman Merritt moves to authorize the capital improvements study and the financial study with the requirement that the cost falls under \$10,000.

SECOND: Board Member Gregerson

VOTE: Chairman Merritt called for a vote:

Board Member Gregerson Aye

Mayor Lisonbee Aye

Board Member Bass Aye

The vote was unanimous and the motion carried.

6. Discussion on water base rate hardship proposal

Chairman Merritt- Explained his proposal to offer reduced rates for customers spending more than 2% of their monthly income on their base rate. Would like to discuss this further when other board members have time to review the proposal.

7. Statement regarding conduct of a member of the Big Plains SSD Board

Chairman Merritt- Read a statement regarding Jerry Jorgensen and an altercation at a public meeting. The Board cannot condone such language and action by a Board Member. The Board has been advised by legal counsel that the Board refers this to Town Council for action.

MOTION: Chairman Merritt moves to pass this on to the Town Council for action.
SECOND: Board Member Bass
VOTE: Chairman Merritt called for a vote:
Board Member Gregerson Aye
Mayor Lisonbee Aye
Board Member Bass Aye

The vote was unanimous and the motion carried.

8. Presentation of FY20 Fraud Risk Assessment

Ben Billingsley- Explained that this assessment is a tool used to determine our level of fraud risk. He expressed his concern regarding the lack of certain policies to prevent fraud risk. He has been working on creating and implementing new policies to ensure our fraud risk decreases. Stated that we are current rating is at moderate risk.

MOTION: Board Member Bass moves to accept the Fraud Risk Assessment with the additions for the next meeting.
SECOND: Board Gregerson
VOTE: Chairman Merritt called for a vote:
Board Member Gregerson Aye
Mayor Lisonbee Aye
Board Member Bass Aye

The vote was unanimous and the motion carried.

ADJOURNMENT

MOTION: Board Member Bass moves to adjourn the meeting
SECOND: Board Member Bass
VOTE: Chairman Merritt called for a vote:
Board Member Gregerson Aye
Mayor Lisonbee Aye
Board Member Bass Aye

The vote was unanimous and the motion carried.

Meeting adjourned at 7:30 p.m.

Date approved: _____

Chairman Merritt Merritt, Chairman

ATTEST BY: _____
Michelle Kinney, Recorder