

**MINUTES OF THE  
GRANGER-HUNTER IMPROVEMENT DISTRICT  
BOARD MEETING**

The Meeting of the Board of Trustees of the Granger-Hunter Improvement District (GHID) was held Tuesday, July 20, 2021, at 3:00 P.M. at the District office located at 2888 S. 3600 W., West Valley City, Utah.

This meeting was conducted electronically in accordance with the Utah Open and Public Meetings Act (Utah Code Ann. (1953) §§ 52-4-1 et seq.) and Chapter 7.12 of the Administrative Policy and Procedures Manual (“Electronic Meetings”).

**Trustees Present:**

Debra Armstrong	Chair
Corey Rushton	Trustee
Roger Nordgren	Trustee

**Staff Members Present:**

Jason Helm	General Manager
Todd Marti	Assistant General Manager/District Engineer
Troy Stout	Assistant General Manager/Chief Operating Officer
Michelle Ketchum	Director of Administration
Dustin Martindale	Director of Water Systems
Ricky Necaie	Director of Wastewater
Victor Narteh	Director of Engineering
Justin Gallegos	Director of Information Technology
Austin Ballard	Controller
Dakota Cambrozzi	Human Resource Manager
Kristy Johnson	Executive Assistant
Brent Rose	Legal Counsel – Clyde Snow & Sessions PC

**Guests:**

Adam Spackman	System Administrator, GHID – <i>Electronically</i>
Ian Bailey	GIS Specialist, GHID - <i>Electronically</i>
Drew Ovard	Information Technology Division Manager, GHID – <i>Electronically</i>
Steve Starr	Water Systems Division Manager, GHID – <i>Electronically</i>
Idanely Orosco	Customer Service, GHID - <i>Electronically</i>

A copy of the exhibits referred to in these minutes is attached and incorporated by this reference. The exhibits are also included in the official minute books maintained by Granger-Hunter Improvement District.

**CALL TO ORDER**

At 3:00 P.M. Debra Armstrong called the meeting to order and recognized all those present.

**Public Comments**

Ms. Armstrong discussed a public comment that was received through the District’s website without correct contact information and explained the difficulty in being able to respond without that information. Ms. Armstrong encouraged those that leave public comments to use correct contact information in order to have questions or concerns properly responded to.

**Approval of the  
June 29, 2021  
Board Meeting Minutes**

A motion to approve the Board Meeting Minutes from June 29, 2021, was made by Roger Nordgren, followed by a second from Debra Armstrong.

The motion passed as follows;

Armstrong – aye                      Rushton – aye                      Nordgren – aye

**Conflicts of interest**

There were none.

**OUR COMMUNITY  
Consider Approval of  
Interlocal Agreement  
Providing for Extra-  
Territorial Services with  
Taylorsville-Bennion  
Improvement District**

Jason Helm asked the Board to consider approval of an Interlocal Agreement providing for extra-territorial services with Taylorsville-Bennion Improvement District. After a discussion regarding election concerns, property taxes and billing, Debra Armstrong made a motion to approve the contract as noted. Following a second from Corey Rushton, the motion passed as follows:

Armstrong – aye                      Rushton – aye                      Nordgren – aye

**OUR OPERATIONS  
Review & Discuss  
Financial Report for  
June 2021**

Austin Ballard summarized the June Financial Report. Mr. Ballard mentioned water sales have increased over the last month due to high usage which brings the estimated revenue budget shortage to around \$200,000. Mr. Ballard explained that other than an interest income budget shortage due to current rates, the financial report seems to be tracking fairly normal for this time of year.

**Review & Discuss Paid  
Invoice Report for  
June 2021**

Mr. Ballard discussed the June check report. A discussion took place regarding the lease buyback fleet vehicles. The June check report totaled \$3,302,056.08 coming from five categories; Jordan Valley (30%), infrastructure (27%), Central Valley (26%), taxes, payroll and benefits (10%), and other (12%).

**Consider Approval of a  
Construction Contract  
to Silver Spur  
Construction, LLC for  
the 20B: Rushton  
Waterlines Project**

Todd Marti asked the Board to consider approval of a Construction Contract to Silver Spur Construction, LLC in the amount of \$1,172,500.00 for the 20B: Rushton Waterlines Project. After a short discussion, Roger Nordgren made a motion to approve the contract as noted. Following a second from Debra Armstrong, the motion passed as follows:

Armstrong – aye                      Rushton – aye                      Nordgren – aye

**Consider Approval of a Contract Amendment to J-U-B Engineers, Inc. for the 20B: Rushton Waterlines Project**

Mr. Marti asked the Board to consider approval of Contract Amendment for J-U-B in the amount of \$99,400.00 for Construction Administration Services for the 20B: Rushton Waterlines Project. Corey Rushton made a motion to approve the contract amendment as noted. Following a second from Debra Armstrong, the motion passed as follows:

Armstrong – aye                      Rushton – aye                      Nordgren – aye

**Consider Approval of a Landscape Design Contract to J-U-B Engineers, Inc. for the 21J: GHID Headquarters Landscaping Phase II**

Mr. Marti asked the Board to consider approval of a Landscape Design Contract to J-U-B in the amount of \$56,000.00 for the 21J: GHID Headquarters Landscaping Phase II. A discussion took place regarding the city code for landscaping. Corey Rushton would like a District letter sent to the city regarding the current landscaping code for the District headquarters. Roger Nordgren made a motion to approve the contract as noted. Following a second from Debra Armstrong, the motion passed as follows:

Armstrong – aye                      Rushton – aye                      Nordgren – aye

**CLOSED SESSION**

A closed session was on the agenda to discuss the character, professional competence or physical or mental health of an individual. After further discussion, the Board found it unnecessary to close the meeting.

**OUR TEAM**

**Consider Approval of 2021 Market Compensation Plan**

Jason Helm presented the 2021 Market Compensation Plan. Mr. Helm explained that the presented plan would not affect the current year's budget due to staff shortages throughout the year. After further discussion regarding the current market analysis, the Board expressed their full support of the presented 2021 Market Compensation Plan and determined that according to District policy, an approval was not required for implementation. – See 2021 Market Compensation Plan attached to these minutes for details.

**Consider Approval of Compensation for the General Manager**

Mr. Helm asked the Board to consider approval of Compensation for the General Manager. After a brief discussion, Corey Rushton made a motion to approve Schedule A compensation for the General Manager. Following a second from Debra Armstrong, the motion passed as follows:

Armstrong – aye                      Rushton – aye                      Nordgren – aye

**BOARD MEMBERS  
INPUT, REPORTS,  
FOLLOW-UP ITEMS  
OR QUESTIONS**

Corey Rushton reiterated the importance of sending a letter to West Valley City regarding the landscaping codes for the District headquarters to encourage water efficiency standards.

**ADJOURNED**

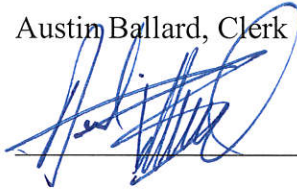
Inasmuch as all agenda items have been satisfied, Roger Nordgren made a motion to adjourn the meeting. Following a second from Debra Armstrong, the motion passed as follows and the meeting adjourned at 4:41 P.M.

Armstrong – aye                      Rushton – aye                      Nordgren – aye

Debra K. Armstrong, Chair

A handwritten signature in black ink, appearing to read "Debra K. Armstrong", written over a horizontal line.

Austin Ballard, Clerk

A handwritten signature in blue ink, appearing to read "Austin Ballard", written over a horizontal line.