

**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, March 19, 2024, 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
Roger Nordgren	Trustee
Wayne Watts	Trustee

Staff Members Present:

Jason Helm	General Manager/Treasurer
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/Clerk
Dakota Cambruzzi	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, GHID – <i>Electronically</i>
Darcy Brantly	Accountant, GHID – <i>Electronically</i>
Michael Wear	Fleet Manager, GHID – <i>Electronically</i>
Steve Starr	Water Systems Division Manager, GHID – <i>Electronically</i>
Zak Bedard	Engineering Project Manager, GHID – <i>Electronically</i>
Grant Ferron	Community Member – <i>Electronically</i>
Idanely Avalos	Community Member – <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. Roger Nordgren shared an opening thought.

Public Comments

There were none.

**Approval of the
February 20, 2024
Board Meeting Minutes**

A motion to approve the Board Meeting Minutes from February 20, 2024, was made by Wayne Watts. Following a second from Roger Nordgren, the motion passed as follows:

Armstrong – aye Nordgren – aye Watts - aye

Conflicts of interest

There were none.

**OUR COMMUNITY
Legislative Update**

Jason Helm presented the Legislative update. – See Legislative Update attached to these minutes for details.

**Jordan Valley Water
Conservancy District
Review**

Mr. Helm presented the Jordan Valley Water Conservancy District (JVWCD) review. – See JVWCD Review attached to these minutes for details.

**Central Valley Water
Reclamation Facility
Review**

Mr. Helm presented the Central Valley Water Reclamation Facility (CVWRF) review. Mr. Helm showed a drone view video of the current construction and progress of CVWRF. – See CVWRF Review attached to these minutes for details.

West Valley City Update

Mr. Helm presented a storm drainage easement update from West Valley City. Brent Rose suggested the Board ratify the signed easement in the next board meeting. – See West Valley City update attached to these minutes for details.

OUR TEAM

**OUR OPERATIONS
Review & Discuss
Financial Report for
February 2024**

Austin Ballard summarized the February 2024 Financial Report. - See February 2024 Financial Report attached to these minutes for details.

**Review & Discuss Paid
Invoice Report for
February 2024**

Mr. Ballard discussed the February check report. The February check report totaled \$6,146,228.87 coming from six categories: infrastructure (31%), Central Valley (24%), series 2019 & 2023 bond payments (19%), payroll taxes and employee benefits (7%), Jordan Valley Water (5%), and other (14%). – See February 2024 Paid Invoice Report attached to these minutes for details.

**Administrative Services
Update**

Michelle Ketchum presented the Administrative Services Update. Ms. Ketchum discussed the success with the 2024 large meter replumbs. – See Administrative Services Update attached to these minutes for details.

Water Maintenance Update

Dustin Martindale presented the water maintenance update. – See Water Maintenance Update report attached to these minutes for details.

Wastewater Maintenance & Fleet Update

Ricky Necaise presented the wastewater maintenance and fleet report. – See the Wastewater Maintenance and Fleet Update report attached to these minutes for details.

Consider Adoption of Municipal Wastewater Planning Program (MWPP) Report for Year Ending 2023

Mr. Necaise asked the Board to consider adoption of the Municipal Wastewater Planning Program (MWPP) Report for the year ending 2023 that will be submitted to the State of Utah Department of Environmental Quality. Wayne Watts made a motion to adopt the MWPP as noted. Following a second from Roger Nordgren, the motion passed as follows:

Armstrong – aye Nordgren – aye Watts – aye

Water Supply Report

Justin Gallegos presented the water supply report and noted the addition of the sewer report. – See Water Supply Report attached to these minutes for details.

Operations Update

Mr. Gallegos presented the operations update. – See Operations Update attached to these minutes for details.

Consider Approval of Contract for Grounds Maintenance Services with Lawn Butler Holdings, LLC

Mr. Gallegos asked the Board to consider approval of a contract for grounds maintenance services with Lawn Butler Holdings, LLC for \$86,378.70. Wayne Watts made a motion to approve the contract as noted. Following a second from Roger Nordgren, the motion passed as follows:

Armstrong – aye Nordgren – aye Watts – aye

Capital Projects Update

Todd Marti and Victor Narteh presented the Capital Projects update. – See Capital Projects Update attached to these minutes for details.

Consider Approval of Construction Contract for 24A: Sewer Rehabilitation Project to Inliner Solutions, LLC

Victor Narteh asked the Board to consider approval of a construction contract for the 24A: Sewer Rehabilitation Project to Inliner Solutions, LLC in the amount of \$538,836.00. Roger Nordgren made a motion to approve the contract as noted. Following a second from Wayne Watts, the motion passed as follows:

Armstrong – aye Nordgren – aye Watts – aye

Consider Approval of Construction Management Contract for 24F: Sewer Rehabilitation Project to Insituform Technologies, LLC

Mr. Narteh asked the Board to consider approval of a construction contract for the 24F: Sewer Rehabilitation Project to Insituform Technologies, LLC in the amount of \$377,747.00. Wayne Watts made a motion to approve the contract as noted. Following a second from Roger Nordgren, the motion passed as follows:

Armstrong – aye Nordgren – aye Watts – aye

Consider Approval of Contract for Wastewater Channel Grinders with JWC Environmental, Inc.

Justin Gallegos asked the Board to consider approval of a contract for the wastewater channel grinders with JWC Environmental, Inc. for \$91,824.22. Roger Nordgren made a motion to approve the contract as noted. Following a second from Wayne Watts, the motion passed as follows:

Armstrong – aye Nordgren – aye Watts – aye

Engineering Department Update

Victor Narteh presented the Engineering Department update. – See Engineering Department Update attached to these minutes for details.

CLOSED SESSION

At 4:21 P.M., Roger Nordgren made a motion to enter into a closed session for a strategy session to discuss pending or reasonably imminent litigation, a strategy session to discuss the sale of real property and to discuss the character, professional competence, or physical or mental health of an individual. Following a second from Wayne Watts, the motion passed as follows;

Armstrong – aye Nordgren – aye Watts – aye

All Trustees; Jason Helm, General Manager; Todd Marti, Assistant General Manager/District Engineer; Troy Stout, Assistant General Manager/Chief Operating Officer; Dustin Martindale, Director of Water Systems; Ricky Necaie, Director of Wastewater; Justin Gallegos, Director of Information Technology; Austin Ballard, Controller/Clerk; Dakota Cambuzzi, Human Resource Manager; Kristy Johnson, Executive Assistant, and Brent Rose, District legal counsel were present during the strategy session to discuss pending or reasonably imminent litigation, the strategy session to discuss the sale of real property and to discuss the character, professional competence, or physical or mental health of individual closed session.

At 5:21 P.M., Roger Nordgren made a motion to end the closed session and enter back into an open session. Following a second from Wayne Watts, the motion passed as follows;

Armstrong – aye Nordgren – aye Watts – aye

**PROPERTY SALES & PURCHASE
Consider Approval to Purchase Parcel 2249 South 1070 West**

Todd Marti asked the Board to consider approval of the purchase of 0.60 acres from JMK Limited Partnership at 2249 South 1070 West for \$335,000.00 subject to a condition that the District is able to drill a successful test well on the property otherwise forfeiting the earnest money and authorize the Board Chair to prepare, revise and execute the Real Estate Purchase Agreement subject to changes made by legal counsel. Wayne Watts made a motion to approve the purchase as noted. Following a second from Roger Nordgren, the motion passed as follows:

Armstrong – aye Nordgren – aye Watts – aye

**Consider Approval to
Declare Surplus and Sell
Parcel 2386 South 3600
West**

Mr. Marti asked the Board to consider approval to declare surplus of 0.11 and approve the sale of the parcel at 2386 South 3600 West to JKZ10, LLC (John Zarbock) for \$30,000.00 and authorize the Board Chair to prepare, revise and execute the Real Estate Purchase Agreement subject to changes made by legal counsel. Roger Nordgren made a motion to approve the surplus and sale as noted. Following a second from Wayne Watts, the motion passed as follows:

Armstrong – aye Nordgren – aye Watts – aye

**Consider Approval
Grant an Easement for
Dominion Energy at
1311 West 3300 South**

Mr. Marti asked the Board to consider approval of an easement at Well No. 1 for Dominion Energy for \$40,000.00 at 1311 West 3300 South and authorize the Board Chair to prepare, revise and execute the Real Estate Purchase Agreement subject to changes made by legal counsel. Wayne Watts made a motion to approve the easement grant as noted. Following a second from Roger Nordgren, the motion passed as follows:

Armstrong – aye Nordgren – aye Watts – aye

OUR TEAM
**Consider Approval of
Cost Sharing to
Purchase up to Five
Years of Service, as
Specified in Section 7.2
of District Employee
Handbook, for Two
Retiring Employees**

Jason Helm asked the Board to consider approval of cost sharing to purchase up to five years of service, as specified in Section 7.2 of the District Employee Handbook, for two retiring employees. Wayne Watts made a motion to approve the purchase as noted. Following a second from Roger Nordgren, the motion passed as follows:

Armstrong – aye Nordgren – aye Watts – aye

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

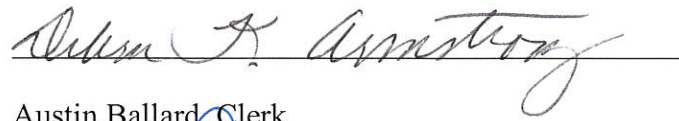
A reminder that the Open Meetings training will be held on April 16, 2024, at 2:00 pm prior to the regularly scheduled 3:00 pm Board Meeting.

ADJOURNED

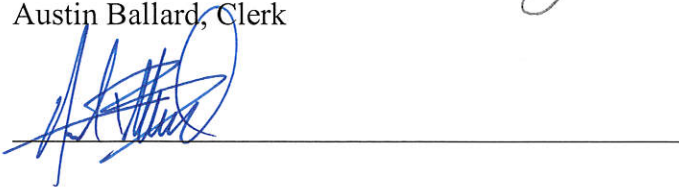
Inasmuch as all agenda items have been satisfied, Wayne Watts made a motion to adjourn the meeting. Following a second from Roger Nordgren, the motion passed as follows and the meeting adjourned at 5:30 P.M.

Armstrong – aye Nordgren – aye Watts – 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.