

**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 Thursday, November 14, 2023, at 4:00 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:

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|-----------------|---------|
| Debra Armstrong | Chair |
| Corey Rushton | Trustee |
| Roger Nordgren | 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:

| | |
|-----------------|--|
| Wayne Watts | Community Member & Future Trustee |
| 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> |
| Brooke Petersen | Administrative Assistant, GHID – <i>Electronically</i> |
| Linda Waters | Safety Coordinator, GHID – <i>Electronically</i> |
| Mollie Adams | Community Member – <i>Electronically</i> |
| Bryon Elwell | 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 4:00 P.M. Debra Armstrong called the meeting to order and recognized all those present.

**Approval of the
October 17, 2023
Board Meeting Minutes**

A motion to approve the Board Meeting Minutes from October 17, 2023, was made by Debra Armstrong. Followed a second from Roger Nordgren, the motion passed as follows:

Armstrong – aye Rushton – aye Nordgren – aye

Conflicts of interest

There were none.

**OUR COMMUNITY
Consider Approval of
Amended and Restated
Interlocal Agreement
Providing for Extra-
Territorial Water and
Sewer Services between
Granger-Hunter
Improvement District
and Magna Water
Company**

Jason Helm asked the Board to consider approval of an Amended and Restated Interlocal Agreement Providing for Extra-Territorial Water and Sewer Services between Granger-Hunter Improvement District and Magna Water Company. Corey Rushton made a motion to approve the agreement subject to unsubstantial revisions as agreed by the General Manager. Following a second from Roger Nordgren, the motion passed as follows:

Armstrong – aye Rushton – aye Nordgren – aye

**Jordan Valley Water
Conservancy District
Update**

Mr. Helm discussed the Jordan Valley Water Conservancy District update. – See Jordan Valley Water Conservancy District Update attached to these minutes for details.

**Consider Approval of
Amendment to Granger-
Hunter Improvement
District Water Purchase
Agreement and Petition
with Jordan Valley
Water Conservancy
District**

Mr. Helm asked the Board to consider approval of Amendment to Granger-Hunter Improvement District Water Purchase Agreement and Petition with Jordan Valley Water Conservancy District. Following a discussion regarding the amendment, Corey Rushton made a motion to approve the agreement as noted. Following a second from Debra Armstrong, the motion passed as follows;

Armstrong – aye Rushton – aye Nordgren – aye

**Central Valley Water
Reclamation Facility
Update**

Mr. Helm discussed the Central Valley Water Reclamation Facility update. – See Central Valley Water Reclamation Facility Update attached to these minutes for details.

**OUR TEAM
Review 2024 Board
Meeting Schedule
Calendar**

Mr. Helm presented the 2024 board meeting schedule calendar for review. Debra Armstrong made a motion to approve the schedule as noted. Following a second from Roger Nordgren, the motion passed as follows:

Armstrong – aye Rushton – aye Nordgren – aye

OUR OPERATIONS
Review & Discuss
Financial Report for
October 2023

Austin Ballard summarized the October 2023 Financial Report. Mr. Ballard noted water sales are tracking close to budget. – See October 2023 Financial Report attached to these minutes for details.

Review & Discuss Paid
Invoice Report for
October 2023

Mr. Ballard discussed the October check report. The October check report totaled \$7,863,092.91 coming from five categories: Jordan Valley Water (38%), infrastructure (37%), Central Valley (14%), payroll taxes and employee benefits (4%), and other (7%). – See October 2023 Paid Invoice Report attached to these minutes for details.

Consider Approval of
Changes to the District’s
Service Agreement

Michelle Ketchum asked the Board to consider approval of changes to the District’s Service Agreement. A discussion took place regarding the allowance of a secondary contact to be added on service agreements. Ms. Ketchum asked the Board to consider adopting amended and restated Uniform Rules and Regulations for Municipal Water and Sanitary Sewer Service. Corey Rushton made a motion to approve the service agreement changes and adoption of Resolution 4-20-21 with the addition of an allowance of a secondary notification as a condition to shut off and liens. Following a second from Roger Nordgren, the motion passed as follows:

Consider Adopting
Amended and Restated
Uniform Rules and
Regulations for
Municipal Water and
Sanitary Sewer Service

Armstrong – aye Rushton – aye Nordgren – aye

Water Maintenance
Update

Troy Stout presented the water maintenance update. Mr. Stout recognized the staff that assisted with the 3300 South water main break and commended them on their great work and response. – See Water Maintenance Update attached to these minutes for details.

Wastewater
Maintenance Update

Mr. Stout presented the wastewater maintenance update. – See Wastewater Maintenance Update attached to these minutes for details.

Consider Approval of
Hazard Mitigation Plan
Contract to Elwell
Consultants

Mr. Stout asked the Board to consider approval of Hazard Mitigation Plan contract to Elwell Consultants in the amount of \$150,000.00 with cost share of \$112,498.99 to be reimbursed by FEMA and the District paying \$37,501.01. Roger Nordgren 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

Water Supply Review

Todd Marti presented the water supply update. – See Water Supply Review attached to these minutes for details.

Information Technology Update
Consider Approval of Sensus AMI Annual Support Contract to Mountainland Supply Company

Justin Gallegos asked the Board to consider approval of Sensus AMI Annual Support contract to Mountainland Supply Company in the amount of \$70,276.10. 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

Capital Projects Update
Consider Approval of Construction Contract to Innovative Sheet Metal, LLC for 23G: Chesterfield Exhaust Upgrades Project

Victor Narteh asked the Board to consider approval of a construction contract to Innovative Sheet Metal, LLC for the 23G: Chesterfield Exhaust Upgrades project in the amount of \$52,378.00. Roger Nordgren 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

Consider Approval of Construction Contract to Achieve Contracting, LLC for 23E: Building A, B, & C Improvements Project

Mr. Narteh asked the Board to consider approval of a construction contract to Achieve Contracting, LLC for the 23E: Building A, B, & C Improvements project in the amount of \$598,023.00. Corey Rushton made a motion to approve the contract as noted. Following a second from Roger Nordgren, the motion passed as follows:

Armstrong – aye Rushton – aye Nordgren – aye

Consider Approval of Construction Change Order for 22F: Ridgeland Pump Station Project with Condie Construction Company

Todd Marti asked the Board to consider approval of a construction change order for the 22F: Ridgeland Pump Station project with Condie Construction Company, in the amount of \$85,596.23. 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 Payment to West Valley City for 3100 South Overlay Project Cost Sharing

Mr. Marti asked the Board to consider approval of a payment to West Valley City for the 3100 South Overlay Project Cost Sharing in the amount of \$84,940.00. Corey Rushton made a motion to approve the payment as noted. Following a second from Roger Nordgren, the motion passed as follows:

Armstrong – aye Rushton – aye Nordgren – aye

Mr. Marti presented the capital projects update. – See Capital Projects Update attached to these minutes for details.

Engineering Department Update

Mr. Marti presented the engineering department update. – See Engineering Department Update attached to these minutes for details.

CLOSED SESSION

At 5:21 P.M., Corey Rushton made a motion to enter into a closed session to discuss the purchase, exchange, lease, or sale of real property. Following a second from Roger Nordgren, the motion passed as follows:

Armstrong – aye Rushton – aye Nordgren – aye

All Trustees; Jason Helm, General Manager; Todd Marti, Assistant General Manager; Troy Stout, Assistant General Manager; Brent Rose, District legal counsel; Justin Gallegos, Director of IT; and Austin Ballard, Controller, were present during closed session.

At 5:50 P.M., Roger Nordgren made a motion to end the closed session and enter back into an open session. Following a second from Debra Armstrong, the motion passed as follows:

Armstrong – aye Rushton – aye Nordgren – aye

PROPERTY SALES & PURCHASE

Consider Approval to Declare Surplus and Sell of Parcel at 1302 West 3100 South

Todd Marti asked the Board to consider approval to declare surplus and sell of parcel at 1302 West 3100 South. Corey Rushton made a motion to indefinitely postpone the declaration as noted. Following a second from Roger Nordgren, the motion passed as follows:

Armstrong – aye Rushton – aye Nordgren – aye

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

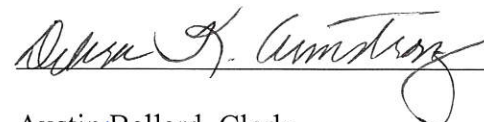
There were none.

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 5:53 P.M.

Armstrong – aye Rushton – aye Nordgren – aye

Debra K. Armstrong, Chair



Austin Ballard, Clerk

