

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

The Meeting of the Board of Trustees of the Granger-Hunter Improvement District was held Tuesday, September 17, 2019, at 2:30 P.M. at the District office located at 2888 S. 3600 W., West Valley City, Utah.

Trustees Present:

Debra Armstrong	Chair
Corey Rushton	Trustee – Arrived for later portion of meeting.
Russell Sanderson	Trustee

Staff Members Present:

Clint Jensen	General Manager, Treasurer – Left meeting at 5:40 p.m.
Louie Fuell	Asst. General Manager
Jason Helm	Asst. General Manager
Kim Coleman	Chief Financial Officer, Clerk
Brad Paxman	District Engineer
Kristy Johnson	Executive Assistant
Brad Jeppson	Director of Administration
Dustin Martindale	Director of Water Systems
Rick Ncaise	Director of Wastewater
Todd Marti	Director of Engineering
Justin Gallegos	Director of Information Technology

Guests:

Brett Beck*	Field Inspector
Bruce Blanchard*	Sandy City Resident/Former West Valley City Resident
Darrell Casteel*	AE2S
Linae Sanderson	Spouse of Trustee

****Left meeting after first portion.***

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. Corey Rushton was not able to attend the first portion of the meeting.

CALL TO ORDER

At 2:30 P.M. Debra Armstrong called the meeting to order and recognized all those present. The invocation was offered by Clint Jensen.

**INFORMATIONAL
PRESENTATION**

**4100 South Project
Report**

Todd Marti and Brett Beck reported on the 4100 South Project updates. Todd reported that the GHID portion is at approximately 30% completion and presented some digital slides and videos showing the pipeline replacement maps. A project timeline was also presented, with an approximate overall completion date of fall 2020. Brett reported on the transmission line replacement process and water shutoffs for residents. Brett explained how successful the GHID involvement with the contractors and public involvement team has been. He also discussed the different methods being used to update and replace the lines.

Conflicts of interest

There were none.

**CAPITAL PROJECTS
REPORT**

Brad Paxman reported on the construction and engineering projects currently underway – See District Capital Projects Status Summary attached to these minutes for details.

**OPERATIONS & IT
REPORT**

Jason Helm delivered an update on the District’s Continuing Education Program. There were twelve applicants to the program and five employees chosen: Trina Gleason – Customer Service Representative, Mark Wilhelmsen – Water Department, Shawn Ellis – Water Division Manager, Charlie Casias – Wastewater Department, and Dustin Kemp – Wastewater Department. These employees are being mentored by members of the executive staff and are enrolling in various leadership courses. Russell Sanderson asked if the District is requiring a commitment for these employees to stay with the company for a specified amount of time. Jason explained that there isn’t a commitment in place for this program. There is one in place for the tuition reimbursement benefit. See Engineering/Operations Summary report attached to these minutes for details.

**FINANCIAL REPORT
Review & Discuss
Financial Report for
August 2019**

Kim Coleman summarized the August 2019 Financial Report. Kim explained that the revenues are tracking a little behind for this time of year due to the increased amount of precipitation from April through June. This may cause the 2019 total revenue to come in a little lower than normal, but overall things are on track.

**Review & Discuss Paid
Invoice Report for
August 2019**

Kim discussed the August check report which totaled \$3,577,300. 83.1% of that total (\$2,972,740) comes from four categories; benefits (6.2%), capital improvement and infrastructure (8.9%), water purchases (51.9%) and payments to Central Valley (16.2%).

**HR & MAINTENANCE
REPORT
Human Resource &
Maintenance Director
Report**

Louie Fuell reported that the District will be fully staffed as of September. Louie highlighted the positive results from the District’s updated New Employee Onboarding procedure. See the Human Resources/Maintenance Summary attached to these minutes for details.

GM'S REPORT
Report on CVWRF
Preliminary Budget for
2020

Clint Jensen presented and briefly discussed the 2020 Central Valley Water Reclamation Facility Preliminary Budget.

Report on Resolution
passed by JWCD

Clint provided a copy of the Resolution passed by Jordan Valley Water Conservancy District regarding water efficiency standards. A brief discussion took place with the possibility of further discussion at the October 15, 2019 Board Meeting.

A brief recess took place from 3:17 p.m. to 5:37 p.m. in order for Corey Rushton to be present for voting on all proposals. Corey arrived at 5:46 p.m.

SECOND PORTION
OF MEETING
Approval of the
August 20, 2019 Board
Meeting Minutes

A motion to approve the Board Meeting Minutes from August 20, 2019, was made by Russell Sanderson, followed by a second from Debra Armstrong.

The motion passed as follows;

Armstrong – aye Rushton – aye Sanderson – aye

Consider Approval of a
Change Order to
Geneva Rock for the
18B: 4100 South
Waterline Replacement
Project

Brad asked the Board to consider approval of a change Order to Geneva Rock Products in an amount up to \$149,222.85 for replacement of 113 water meters on 4100 South. A brief discussion took place regarding Corey Rushton's involvement with the community meetings. Corey asked about any project schedule delays and water shutoffs, due to the meter replacements. Brad explained that all will continue as scheduled. Corey Rushton made a motion to approve the change as noted. Following a second from Russell Sanderson, the motion passed as follows;

Armstrong – aye Rushton – aye Sanderson – aye

Consider Approval of an
Amendment to Stanley
Consultants, Inc. for the
18K: Printers Row
Waterline Replacement
Project

Brad asked the Board to consider approval of an amendment to Stanley Consultants, Inc. in the amount of \$76,410.00 for construction phase services for the 18K: Printers Row Waterline Replacement Project. Russell Sanderson made a motion to approve the amendment as noted. Following a second from Corey Rushton, the motion passed as follows;

Armstrong – aye Rushton – aye Sanderson – aye

ADJOURNED

Inasmuch as all agenda items have been satisfied, Russell Sanderson made a motion to close the meeting. Following a second from Corey Rushton, the motion passed as follows and the meeting adjourned at 6:05 P.M.

Armstrong – aye Rushton – aye Sanderson – aye

Debra K. Armstrong, Chair

Kim J. Coleman, Clerk
