

**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, January 21, 2020, at 3:00 P.M. at the District office located at 2888 S. 3600 W., West Valley City, Utah.

Trustees Present:

Debra Armstrong	Chair
Corey Rushton	Trustee
Russell Sanderson	Trustee

Staff Members Present:

Clint Jensen	General Manager, Treasurer
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 Necaise	Director of Wastewater
Todd Marti	Director of Engineering
Justin Gallegos	Director of Information Technology

Guests:

Linae Sanderson	Spouse of Trustee
Greg Baumgartner	ULGT
Christina Osborn	J-U-B Engineers
Sam Fankhauser	AE2S

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. The invocation was offered by Kim Coleman.

**Swearing in of
New Trustee,
Corey Rushton**

Corey Rushton took the Oath of Office and was sworn in by Kim Coleman.

**Election of District
Officers for 2020**

District Officers shall remain the same with Debra Armstrong as Board Chair, Clint Jensen as District Treasurer and Kim Coleman as District Clerk. Corey Rushton made a motion to approve the District Officers as constituted for 2020. Following a second from Debra Armstrong, the motion passed as follows;

Armstrong – aye Rushton – aye Sanderson – Abstain

Appointment of Representative to CVWRF Board of Trustees

The Granger-Hunter Improvement District representative to the Central Valley Water Reclamation Facility Board of Trustees shall remain the same with Debra Armstrong as representative. Russell Sanderson made a motion to approve the representative as constituted for 2020. Following a second from Corey Rushton, the motion passed as follows:

Armstrong – aye Rushton – aye Sanderson – aye

Approval of the December 10, 2020 Board Meeting Minutes

A motion to approve the Board Meeting Minutes from December 10, 2019, was made by Corey Rushton, followed by a second from Debra Armstrong.

The motion passed as follows;

Armstrong – aye Rushton – aye Sanderson – aye

Conflicts of interest

There were none.

**INFORMATIONAL PRESENTATION
Water Quality Study Report**

Todd Marti, Director of Engineering, presented and discussed the District’s Water Quality Study Report. Todd discussed plans for future improvements and projects to reduce water quality complaints. He explained the manganese levels that are occurring in some of the District’s wells and the secondary standards that the State currently has in place. Some wells fluctuate with manganese levels coming in a little higher than the secondary standard, which causes many of the water quality complaints. Proactively flushing the lines as wells are turned on is currently the only solution that the District has to lower the manganese levels. Todd discussed the different options that have been researched and explored for preventative solutions to remove manganese from the wells. Todd presented a preventative groundwater treatment plant that is later being proposed to the Board for approval and that would clean out the manganese from the water. A short discussion took place regarding the costs of the treatment plant versus the cost of not implementing a preventative solution.

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.

Consider Approval of Change Order to Lance Excavating, Inc. for the 18F: Hillsdale WWPS Decommissioning & Gravity Sewer Project

Brad asked the Board to consider approval of a change order to Lance Excavating, Inc. in the amount of \$121,638.55 for 18F: Hillsdale WWPS Decommissioning & Gravity Sewer Project to address unmarked utilities, additional backfill material and additional dewatering. Russell Sanderson made a motion to approve the change order as noted. Following a second from Corey Rushton, the motion passed as follows:

Armstrong – aye Rushton – aye Sanderson – aye

Consider Approval of Agreement with J-U-B Engineers for the Rushton Groundwater Treatment Plant

Brad asked the Board to consider approval of an engineering services agreement with J-U-B Engineers in the amount of \$581,490.00 for design-phase services for the Rushton Groundwater Treatment Plant. A short discussion took place about the qualifications and criteria that were considered when selecting an engineering contractor for this project. 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 Sanderson – aye

Consider Approval of a Construction Contract to Granite Inliner, LLC for the 20C: 2020 Sewer Rehabilitation Project

Brad asked the Board to consider approval of a construction contract to Granite Inliner, LLC in the amount of \$429,840.00 for the 20C: 2020 Sewer Rehabilitation Project. Russell Sanderson made a motion to approve the agreement as noted. Following a second from Corey Rushton, the motion passed as follows:

Armstrong – aye Rushton – aye Sanderson – aye

OPERATIONS & IT REPORT

Jason Helm explained that the majority of the “Operations & IT Report” was previously discussed in the “Information Presentation” at the beginning of the meeting. See Engineering/Operations Summary report attached to these minutes for details.

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

Kim Coleman summarized the December 2019 Financial Report. Kim explained that the District is beginning the year-end closure process. Revenues are estimated to the end of the year, a little less than \$1 million shy based on water sales for 2019. Overall, things are on track with some expenses coming in under budget for December. Corey Rushton asked about the Controller position selection process. Kim explained that the District will be conducting second interviews in the upcoming week and hope to have the position filled.

Review & Discuss Paid Invoice Report for December 2019

Kim discussed the December check report which totaled \$2,001,530.28. 78% of that total (\$1,560,358) comes from four categories; benefits (13.3%), capital improvement and infrastructure (17.2%), water purchases (19%) and payments to Central Valley (28.4%).

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

See the Human Resources/Maintenance Summary attached to these minutes for details.

Consider Approval of the District's Property & Liability Insurance to Utah Local Governments Trust

Louie asked the Board to consider approval of the District's property and liability insurance in the amount of \$252,201.00 to Utah Local Governments Trust. A short discussion took place regarding the coverage that is available to the District through Utah Local Governments Trust in comparison to the former insurance company, Olympus Insurance. Corey Rushton made a motion to approve the property and liability insurance as noted. Following a second from Russell Sanderson, the motion passed as follows:

Armstrong – aye Rushton – aye Sanderson – aye

Consider Approval of the Cab & Chassis for a New Valve Truck to Ken Garff

Louie asked the Board to consider approval of the cab and chassis for a new valve truck to Ken Garff (State Contract AV2527) in the amount of \$51,699.00. This vehicle will be for valve and hydrant repair and maintenance. Russell Sanderson made a motion to approve the purchase as noted. Following a second from Corey Rushton, the motion passed as follows:

Armstrong – aye Rushton – aye Sanderson – aye

Consider Approval for the Valve & Hydrant Mount to Intermountain Sales

Louie asked the Board to consider approval of the valve and hydrant mount to Intermountain Sales in the amount of \$106,315.00. This is all the equipment to be mounted on the cab and chassis for the valve and hydrant maintenance vehicle. Russell Sanderson made a motion to approve the purchase as noted. Following a second from Debra Armstrong, the motion passed as follows:

Armstrong – aye Rushton – aye Sanderson – aye

Consider Approval for Meters & Meter Supplies to Mountainland Supply Company

Louie asked the Board to consider approval for meters and meter supplies to Mountainland Supply Company in the amount of \$170,057.05. Corey Rushton made a motion to approve the purchase as noted. Following a second from Russell Sanderson, the motion passed as follows:

Armstrong – aye Rushton – aye Sanderson – aye

**GM'S REPORT
Review, Discuss and Consider Approval of Inter-local Agreement with Utah Local Governments Trust**

Clint Jensen asked the Board to consider approval of the Inter-local Agreement with Utah Local Governments Trust. Russell Sanderson made a motion to approve the agreement as noted. Following a second from Debra Armstrong, the motion passed as follows:

Armstrong – aye Rushton – aye Sanderson – aye

CLOSED SESSION

At 4:41 P.M., Corey Rushton made a motion to enter into a closed session to discuss the character, professional competence, or physical or mental health of an individual, discuss information provided during procurement process and to discuss the sale or purchase of real property. Clint Jensen and the Board members remained present during the closed session. Following a second from Debra Armstrong, the motion passed as follows;

Armstrong – aye Rushton – aye Sanderson – aye

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

Armstrong – aye

Rushton – aye

Sanderson – aye

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

Russell Sanderson discussed his concerns regarding the disposal of biosolid materials from Central Valley Water Reclamation Facility.

Russell discussed a comparison of the District’s customer bills to a water utility bill that he has received for a property in Idaho. He explained that it could be beneficial to explore different ways to produce the District’s bills to make them more customer friendly.

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 5:59 P.M.

Armstrong – aye

Rushton – aye

Sanderson – aye

Debra K. Armstrong, Chair

Kim J. Coleman, Clerk
