

**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, August 16, 2022, 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:

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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 Ncaise | Director of Wastewater |
| Victor Narteh | Director of Engineering |
| Justin Gallegos | Director of Information Technology |
| Austin Ballard | Controller/Clerk |
| Dakota Cambuzzi | Human Resource Manager |
| Kristy Johnson | Executive Assistant |
| Brent Rose | Legal Counsel – Clyde Snow & Sessions PC |

Guests:

| | |
|---------------|--|
| Adam Spackman | System Administrator, 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.

**Approval of the
July 19, 2022
Board Meeting Minutes**

A motion to approve the Board Meeting Minutes from July 19, 2022, was made by Debra Armstrong. Followed a second from Roger Nordgren, the motion passed as follows:

Armstrong – aye Rushton – *abstained* Nordgren – aye

Conflicts of interest

There were none.

OUR COMMUNITY

OUR TEAM

**Jordan Valley Water
Conservancy District &
Central Valley Water
Reclamation Facility
Review**

Jason Helm presented the Jordan Valley Water Conservancy District (JVWCD) review. A discussion took place regarding the JVWCD contract. Mr. Helm also presented some Central Valley Water Reclamation Facility updates. – See JVWCD Review attached to these minutes for details.

**OUR OPERATIONS
Review & Discuss
Financial Report for
July 2022**

Austin Ballard summarized the July 2022 Financial Report. Mr. Ballard mentioned that water sales are still down which is impacting revenues. – See July 2022 Financial Report attached to these minutes for details.

**Review & Discuss Paid
Invoice Report for
July 2022**

Mr. Ballard discussed the July check report. The July check report totaled \$3,272,829.94 coming from four categories; infrastructure (55%), Central Valley (28%), payroll taxes and employee benefits (14%), and other (3%). – See July 2022 Paid Invoice Report attached to these minutes for details.

**Consider Award of a
Contract to Ferguson
Waterworks for the
Meter Test Bench
Retrofit Project**

Michelle Ketchum asked the Board to consider Award of a Contract to Ferguson Waterworks for the Meter Test Bench Retrofit Project in the amount of \$89,887.46. Following a brief discussion regarding the bid criteria, 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 for
the Purchase of Trench
Backfill Materials from
Geneva Rock Products,
Inc. for the District’s
22E: In-House Water
Main Replacement
Projects**

Troy Stout asked the Board to consider Approval for the purchase of trench backfill materials from Geneva Rock Products Inc. for the District’s 22E: In-House Water Main Replacement Projects in the amount of \$60,125.00. Following a brief discussion regarding storage and bulk purchasing procedures, Roger Nordgren made a motion to approve the purchase 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 report. – See Water Supply Review attached to these minutes for details.

Capital Projects Update

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 4:12 P.M., Debra Armstrong made a motion to enter into a closed session to discuss the character, professional competence, or physical or mental health of an individual. Following a second from Corey Rushton, 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; Michelle Ketchum, Director of Administrative Services, and Dakota Cambuzzi, Human Resource Manager were present during closed session.

At 4:37 P.M., Roger Nordgren made a motion to end the closed session and enter back into an open session. Following a second from Corey Rushton, 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 Corey Rushton, the motion passed as follows and the meeting adjourned at 4:41 P.M.

Armstrong – aye Rushton – aye Nordgren – aye

Debra K. Armstrong, Chair



Austin Ballard, Clerk


