

**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, February 18, 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
Austin Ballard	New GHID Controller

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 Debra Armstrong.

**Approval of the
January 21, 2020
Board Meeting
Minutes**

A motion to approve the Board Meeting Minutes from January 21, 2020, was made by Debra Armstrong, followed by a second from Russell Sanderson.

The motion passed as follows;

Armstrong – aye Rushton – aye Sanderson – aye

Conflicts of interest

There were none.

**INFORMATIONAL
PRESENTATION**
**State of the District
Report**

Clint Jensen discussed the annual GHID State of the District meeting. Clint explained that himself, Jason Helm and Louie Fuell presented during the State of the District and turned some time over to Jason and Louie to discuss their individual presentations. Jason discussed the changing direction of the District and reasons for the changes. Louie discussed the 2019 successes within each department. Clint concluded with his portion of the presentation which included some questions from the staff, a District budget review, the District's 70th anniversary and some discussion about the mission and values of the District. Clint explained that he asked each employee to obtain a copy of the District's Strategic Plan and a copy of their individual job description and compare the two before their midyear review to discuss with a member of management. Clint completed his discussion with the staff by presenting a concept from the book "*Leader'shift*" and which position District employees take when it comes to adopting the mission and vision of the District. He spoke of three categories: adopters, undecided and nonadopters and asked the staff to consider which category they are in. He explained that the District will be devoting time and resources to those who fall into the adopter and undecided categories and moving the District from a goal-oriented culture to a growth-oriented culture. Debra Armstrong asked what level of position the majority of the adopters and nonadopters fit into. Clint explained that they are evenly distributed throughout the District. A short discussion followed regarding the implementation of the growth-oriented culture and the tools available to District employees. A copy of the Strategic Plan was given to the Board.

**CAPITAL PROJECTS
REPORT**

**Consider Approval of
Change Order to Corrio
Construction, Inc. for
the 18C: Meter 80
Piping & Breeze
Chemical Feed**

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

Brad asked the Board to consider approval of a Change Order to Corrio Construction, Inc. in the amount of \$99,969.14 for the 18C: Meter 80 Piping & Breeze Chemical Feed. 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

**Consider an Award of a
Construction Contract
with Lance Excavating,
Inc. for the 19D: Large
Meter Replacements**

Brad asked the Board to consider an award of a construction contract to Lance Excavating, Inc. in the amount of \$482,385.00 for the 19D: Large Meter Replacements. After a brief discussion regarding the Large Meter Replacement project, Corey Rushton made a motion to approve the agreement as noted. Following a second from Russell Sanderson, the motion passed as follows:

Armstrong – aye Rushton – aye Sanderson – aye

Consider Approval of the Purchase of District Provided Water Meters for the 19D: Large Meter Replacements

Brad asked the Board to consider approval of the purchase of District provided water meters in an amount up to \$75,000.00 for the 19D: Large Meter Replacements. 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

Consider an Award of an Engineering Design Contract to Hansen, Allen & Luce, Inc. for the 20D: Kent Booster Station Replacement and Tank Purchase Project

Brad asked the Board to consider an award of an engineering design contract to Hansen, Allen & Luce, Inc. in the amount of \$334,146.23 for the 20D: Kent Booster Station Replacement and Tank Purchase Project. After a brief discussion regarding water storage and tank purchasing, Russell Sanderson made a motion to approve the agreement as noted and added that the design contract is to study the justification for a tank purchase. Following a second from Debra Armstrong, the motion passed as follows:

Armstrong – aye Rushton – aye Sanderson – aye

Consider an Award of an Engineering Design Contract to Bowen Collins & Associate, Inc. the 20E: Pioneer WWPS Replacement

Brad asked the Board to consider an award of an engineering design contract to Bowen Collins & Associate, Inc. in the amount of \$165,104.00 for the 20E: Pioneer WWPS Replacement. 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

OPERATIONS & IT REPORT

Jason Helm explained that a water quality issue had taken place when the Jordan Valley aqueduct was reintroduced to the District water system and affected many residents. The District received several water quality complaints. A discussion took place regarding proactive solutions using the District website and social media platforms to notify residents and flushing stations to clear the lines. See Engineering/Operations Summary report attached to these minutes for details.

**FINANCIAL REPORT
Review & Discuss
Financial Report for
January 2020**

Kim Coleman summarized the January 2020 Financial Report. Kim explained that the Central Valley Assessment is now tracking correctly. The health and benefits is showing a high percentage due to the up-front HSA contribution that the District funds for the employees in January.

**Review & Discuss Paid
Invoice Report for
January 2020**

Kim discussed the January 2020 check report which totaled \$3,023,729.62. 86% of that total (\$2,596,539) comes from six categories; benefits (15.3%), bond payment (9.5%), building C roof repair and building A flood claim (3.6%), capital improvement and infrastructure (16.4%), water purchases (13.6%) and payments to Central Valley (27.5%).

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

Louie Fuell discussed the District trainings and anniversaries for January/February. Louie reviewed the maintenance reports with the Board. A discussion took place regarding pretreatment and the efforts that the District is making to educate customers. See the Human Resources/Maintenance Summary attached to these minutes for details.

GM'S REPORT
General Manager's
Report for February
2020

Clint Jensen reviewed and discussed the 2020 legislative session. A brief discussion took place regarding take or pay contracts and water conservation for the District. Clint provided to the Board a copy of the legislative bills for 2020. He highlighted and briefly discussed some of the bills that may have an impact on the District.

ADJOURNED

Inasmuch as all agenda items have been satisfied, Russell Sanderson made a motion to close the meeting. Following a second from Debra Armstrong, the motion passed as follows and the meeting adjourned at 5:07 P.M.

Armstrong – aye

Rushton – aye

Sanderson – aye

Debra K. Armstrong, Chair

Kim J. Coleman, Clerk
