

**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, October 18, 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:

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|-------------------|---|
| 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 Cambuzzi | Human Resource Manager |
| Kristy Johnson | Executive Assistant |
| Brent Rose | Legal Counsel – Clyde Snow & Sessions PC |

Guests:

| | |
|----------------|---|
| Ian Bailey | GIS, GHID |
| Bailey Barnard | Fleet Maintenance, GHID – <i>left after presentation</i> |
| Linda Waters | Safety Coordinator, GHID – <i>left after presentation</i> |
| Marcus Keller | Zions Bank – <i>left after presentation</i> |
| Marie Owens | AE2S |
| Taylor Gomm | Customer Service, GHID – <i>electronically</i> |
| Teresa Higgs | Customer Service, GHID – <i>electronically</i> |
| Idanely Avalos | Customer Service, GHID – <i>electronically</i> |
| Darcy Brantly | Accountant, GHID – <i>electronically</i> |
| Charlie Casias | WWPS Division Supervisor, 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
September 20, 2022
Board Meeting Minutes**

A motion to approve the Board Meeting Minutes from September 20, 2022, 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
AWWA Intermountain
Section Individual
Safety Award**

Troy Stout and Linda Waters presented the AWWA Intermountain Section Individual Safety Award that was received by the District’s Bailey Barnard at the 2022 Annual AWWA Intermountain Section Conference in the beginning of October. The Board commended Bailey for his hard work on behalf of the District and it’s employees.

Corey Rushton presented the AWWA Intermountain Section Safety Award that the District received at the 2022 Annual AWWA Intermountain Section Conference and commended the District for its efforts.

**Review, Discuss &
Consider Approval of
2023 Tentative Budget**

Jason Helm presented the 2023 Tentative Budget. Mr. Helm discussed budget considerations and how those are to be incorporated into the Master Plan/Rate Study that was finalized this year. Mr. Helm presented the 2023 revenue and proposed rates and the affordability of the District’s rates. Austin Ballard discussed the tentative 2023 budget summary. – See 2023 Tentative Budget, and Rate and Fee Increase attached to these minutes for details.

Mr. Helm asked the Board to consider approval of the 2023 Tentative Budget. Corey Rushton made a motion to approve the budget as noted. Following a second from Roger Nordgren, the motion passed as follows:

Armstrong – aye Rushton – aye Nordgren – aye

**Consider Date for Public
Hearing Regarding 2023
Budget, and Rate and
Fee Increase**

Mr. Helm asked the Board to consider the date for the public hearing regarding the 2023 Budget, Rate and Fee Increase for November 22nd, 2022 at 6:00 p.m., following the regular scheduled November Board Meeting. Corey Rushton made a motion to approve the date as noted. Following a second from Roger Nordgren, the motion passed as follows;

Armstrong – aye Rushton – aye Nordgren – aye

Consider Adoption of Resolution 10-18-22.1

Austin Ballard introduced Marcus Keller from Zions Bank who presented information regarding Resolution 10-18-22.1. Mr. Ballard asked the Board to consider adoption of Resolution 10-18-22.1 AUTHORIZING THE ISSUANCE AND SALE of not more than \$14,000,000 aggregate principal amount of water and sewer revenue bonds series 2022 and related matters. Roger Nordgren made a motion to approve the resolution as outlined. Following a second from Debra Armstrong, the motion passed as follows;

Armstrong – aye

Rushton – aye

Nordgren – aye

OUR TEAM
Jordan Valley Water Conservancy District Update

Mr. Helm presented the Jordan Valley Water Conservancy District (JVWCD) review. – See JVWCD Review attached to these minutes for details.

Central Valley Water Reclamation Facility Update

Mr. Helm presented the Central Valley Water Reclamation Facility (CVWRF) review. – See CVWRF Review attached to these minutes for details.

OUR OPERATIONS
Fraud Risk Assessment

Austin Ballard presented the Fraud Risk Assessment to the Board. Mr. Ballard explained that the State Auditor’s Office is requiring that all public entities conduct a Fraud Risk Assessment and present it to the Board for review annually. Mr. Ballard discussed the District’s Fraud Risk Assessment report. The District scored low on the risk level with a 335 out of 395. The Board expressed an interest in creating an Audit Committee. – See Fraud Risk Assessment attached to these minutes for details.

Review & Discuss Financial Report for September 2022

Austin Ballard summarized the September 2022 Financial Report. Mr. Ballard mentioned that property tax revenue will begin to trickle in over the next few months. – See September 2022 Financial Report attached to these minutes for details.

Review & Discuss Paid Invoice Report for September 2022

Mr. Ballard discussed the September check report. The September check report totaled \$4,126,323.98 coming from five categories; infrastructure (28%), Jordan Valley Water (26%), Central Valley (25%), payroll taxes and employee benefits (10%), and other (11%). – See September 2022 Paid Invoice Report attached to these minutes for details.

Meter Program Update

Michelle Ketchum presented the meter program update and discussed the District’s first commercial electromagnetic flow meter (magmeter) which will provide more accurate meter readings and reduce non-revenue water loss. – See Meter Program Update report attached to these minutes for details.

Water Maintenance Update

Troy Stout presented the water maintenance update. Mr. Stout mentioned an overall increase in water line breaks and leaks. Currently, the District is unable to identify the reasons for the increase. – See Water Maintenance Update report attached to these minutes for details.

Consider Approval of Contract with Miller Paving Inc. to Complete the 22E: Rawhide Asphalt Installation Project

Mr. Stout asked the Board to consider Approval of a Contract with Miller Paving Inc. in the amount of \$120,875.00 to complete the 22E: Rawhide Asphalt Installation Project. 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 for the Purchase of 2022 Ford F550 Cab and Chassie XL with Crane Service Body from Truck Equipment Enterprises

Mr. Stout asked the Board to consider Approval for the purchase of a 2022 Ford F550 Cab and Chassis XL with crane service body from Truck Equipment Enterprises in the amount of \$157,188.30. Corey Rushton made a motion to approve the purchase as noted. Following a second from Roger Nordgren, the motion passed as follows:

Armstrong – aye Rushton – aye Nordgren – aye

Wastewater Maintenance Update

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

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. Mr. Marti mentioned increased communication with the public regarding the Lead & Copper rule. – See Engineering Department Update attached to these minutes for details.

CLOSED SESSION

A closed session was not needed for this meeting.

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

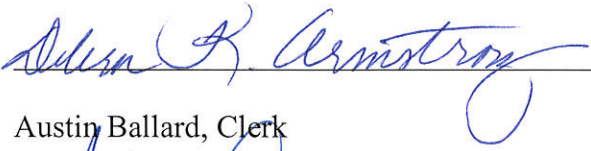
Corey Rushton discussed a meter at 2200 West and 4700 South where the District draws water from JVVCD. Mr. Rushton mentioned that when the District turns on this meter, it causes JVVCD to turn on pumps in order to supply water to other parts of their District. Mr. Rushton discussed the possibility of a cost share project to install a PRV to modify the flow at that meter. A brief discussion took place regarding the possible benefits. Jason Helm will follow up with JVVCD on this matter.

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 5:47 P.M.

Armstrong – aye Rushton – aye Nordgren – aye

Debra K. Armstrong, Chair



Austin Ballard, Clerk

