

**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, May 14, 2019, at 2:31 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
Dustin Martindale	Director of Water Systems
Brad Jeppson	Director of Administration
Rick Necaie	Director of Wastewater
Todd Marti	Director of Engineering
Justin Gallegos	Director of Information Technology

Guests:

Roger Nordgren – Former Board Member, Aaron Wade – Gilmore Bell, Phyl Warnock – Keddington & Christensen, LLC, Helaman Warnock

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 2:31 P.M. Debra Armstrong called the meeting to order and recognized all those present. The invocation was offered by Kim Coleman.

**Approval of the
April 9, 2019 Board
Meeting Minutes**

A motion to approve the Board Meeting Minutes from April 9, 2019, was made by Russell Sanderson, followed by a second from Debra Armstrong.

The motion passed as follows;

Armstrong – aye Rushton - aye Sanderson – aye

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.

**Consider Approval of
Cost-Sharing Agreement
with West Valley City**

Brad asked the Board to consider approval of a Cost-sharing Agreement with West Valley City in the amount of \$86,604.53 (24.67 percent of \$351,052) for Public Involvement and the Community Coordination Team Incentive. A short discussion followed, with questions from the Board about the utilization of the Public Involvement and the CCT Incentive. Russell Sanderson shared his concern regarding the Community Coordination Team Incentive and asked for an explanation of what the cost includes. Russell expressed concern with the use of the word “incentive” and with the way the funds would be used for public involvement. More discussion followed with further explanation of the 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 – no

**OPERATIONS & IT
REPORT**

Jason Helm discussed the Engineering/Operations Summary, highlighting the Chlorine/Fluoride residual amounts. Todd Marti explained that the numbers are close to average but noted that the numbers adjust as the system adjusts to the higher demand and usage of water in the warmer months. These numbers are being monitored closely to ensure proper levels. Jason also discussed the Water Quality notes and explained the increase in complaints due to the introduction of wells into the system and multi-directional flushing that stir up minerals in the water. Overall, the average is on track or even lower due to strategic flush planning.

FINANCIAL REPORT

**Review & discuss the
April 2019 Financial
Reports**

Kim Coleman summarized the April 2019 Financial Report. Kim explained that the revenues are tracking close to the expected level for this time of year and noted that impact fees have been coming in really well with the new construction taking place. Kim spoke of the surplus equipment that has been sold and explained the surplus process.

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

Kim discussed the April check report which totaled \$1.77 million. 84% of that total (\$1.49 million) comes from four categories; benefits (17%), capital improvement and infrastructure (16%), water purchases (29%) and payments to Central Valley (22%).

**Consider Approval of
the 2018 Audit and
Supplementary Reports**

Phyl Warnock of Keddington & Christensen, LLC, presented the 2018 audit report to the Board. Phyl commended GHID for being so enjoyable to work with throughout the audit process. Phyl highlighted the findings which included the following: there were no auditable adjustments as a result of the audit, the financial statements are free of material misstatement, and to the best of his knowledge, there was no opinion shopping that took place. After a brief overview and discussion, Russell Sanderson made a motion to approve the 2018 audit and supplementary reports as noted. Following a second from Corey Rushton, the motion passed as follows;

Armstrong - aye Rushton - aye. Sanderson - aye

Review and Discuss and Consider Approval of the General Manager's Employment Agreement

Clint presented an updated Employment Agreement to the Board for discussion. He highlighted some changes that were made from the previous draft. One of the proposed changes specified that the General Manager would accrue vacation leave at the appropriate rate in relation to years of service as per the GHID policy handbook instead of the maximum accrual amount as stated in the previous draft. Russell Sanderson asked that it be changed back to the maximum vacation accrual amount and suggested that a term be set for the agreement. Clint explained that Brent Rose recommends the term be left open. The Board asked for some clarification in the verbiage regarding arbitration and attorney fees. Russell Sanderson made a motion to approve the Employment Agreement with the modifications to the vacation accrual amount and arbitration and attorney fees clarification. Following a second from Debra Armstrong, the motion passed as follows;

Armstrong – aye Rushton – aye Sanderson – aye

CLOSED SESSION

At 4:36 P.M., Corey Rushton made a motion to enter into a closed session for the sole purpose of discussing the deployment of security measures/personnel. Debra Armstrong requested Clint Jensen, Louie Fuell, Jason Helm and Kim Coleman attend the closed session along with the Board members. Following a second from Debra Armstrong, the motion passed as follows;

Armstrong – aye Rushton – aye Sanderson – aye

At 5:13 P.M., Corey Rushton made a motion to end the closed session and enter back into an open session. Following a second from Debra Armstrong, 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 Debra Armstrong, the motion passed as follows and the meeting adjourned at 5:13 P.M.

Armstrong – aye Rushton – aye Sanderson – aye

Debra K. Armstrong, Chair

Kim J. Coleman, Clerk
