

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, June 21, 2022, at 3:03 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:

Debra Armstrong	Chair
Corey Rushton	Trustee
Roger Nordgren	Trustee – <i>Joined electronically at 3:10 pm</i>

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 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:

Adam Spackman	Information Technology, GHID - <i>Electronically</i>
Debra Jones	Customer Service, GHID – <i>Electronically</i>
Idanely Avalos	Customer Service, GHID – <i>Electronically</i>
Taylor Gomm	Customer Service, GHID - <i>Electronically</i>
Michael Wear	Fleet Division Supervisor, GHID - <i>Electronically</i>
Darcy Brantly	Accountant, GHID – <i>Electronically</i>
Drew Ovard	Information Technology, GHID – <i>Electronically</i>
Dirk Branson	Community Member - <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.

PUBLIC HEARING

At 3:03 P.M., Debra Armstrong opened the Public Hearing to consider approval of RESOLUTION 6-21-22.1 ADOPTING AMENDED AND UPDATED IMPACT FEE FACILITIES PLANS AND IMPACT FEE ANALYSES FOR MUNICIPAL WATER AND SANITARY SEWER; ADOPTING AMENDED AND UPDATED IMPACT FEES FOR MUNICIPAL WATER AND SANITARY SEWER; ESTABLISHING CERTAIN POLICIES RELATED TO MUNICIPAL WATER AND SANITARY SEWER IMPACT FEES; ESTABLISHING SERVICE AREAS; AND/OR OTHER RELATED MATTERS.

At 3:04 P.M., Corey Rushton made a motion to enter into a public comment session, followed by a second from Debra Armstrong.

The motion passed as follows;

Armstrong – aye Rushton – aye Nordgren – *had not yet joined electronically*

Austin Ballard discussed the impact fee updates. Mr. Ballard noted the increase of approximately 35%. Corey Rushton inquired about previous impact fee rate increases. Mr. Ballard explained that the District impact fees were last increased in 2015.

There were no public comments.

At 3:09 P.M., Corey Rushton made a motion to close the public comment session, followed by a second from Debra Armstrong.

The motion passed as follows;

Armstrong – aye Rushton – aye Nordgren – aye

Jason Helm briefly discussed the impact fee increase. Austin Ballard noted that the new rates would go into effect 90 days from the date of approval.

At 3:14 P.M., Corey Rushton made a motion to close the Public Hearing, followed by a second from Debra Armstrong.

The motion passed as follows;

Armstrong – aye Rushton – aye Nordgren – aye

FINANCIAL MATTERS

Consider Approval of RESOLUTION 6-21-22.1

Corey Rushton made a motion to approve RESOLUTION 6-21-22.1 ADOPTING AMENDED AND UPDATED IMPACT FEE FACILITIES PLANS AND IMPACT FEE ANALYSES FOR MUNICIPAL WATER AND SANITARY SEWER; ADOPTING AMENDED AND UPDATED IMPACT FEES FOR MUNICIPAL WATER AND SANITARY SEWER; ESTABLISHING CERTAIN POLICIES RELATED TO MUNICIPAL WATER AND SANITARY SEWER IMPACT FEES; ESTABLISHING SERVICE AREAS; AND/OR OTHER RELATED MATTERS. Following a second from Debra Armstrong, the motion passed as follows;

Armstrong – aye

Rushton – aye

Nordgren – aye

BOARD MEETING

Public Comments

There were none.

Approval of the May 17, 2022 Board Meeting Minutes

A motion to approve the Board Meeting Minutes from May 17, 2022, was made by Corey Rushton. Followed a second from Debra Armstrong, the motion passed as follows:

Armstrong – aye

Rushton – aye

Nordgren – aye

Conflicts of interest

There were none.

OUR COMMUNITY

Consider Approval of RESOLUTION 6-21-22.3

Todd Marti asked the Board to consider Approval of RESOLUTION 6-21-22.3 ADOPTING A DROUGHT CONTINGENCY PLAN FOR GRANGER-HUNTER IMPROVEMENT DISTRICT. Mr. Marti presented and discussed the Drought Contingency Plan. – See RESOLUTION 6-21-22.3 attached to these minutes for details. Following a discussion regarding current drought conditions and possible plan options, Corey Rushton made a motion to approve the resolution as noted. Following a second from Debra Armstrong, the motion passed as follows;

Armstrong - aye

Rushton - aye.

Nordgren - aye

OUR TEAM

Consider Approval of Member Agency Water Conservation Funding Agreement

Jason Helm asked the Board to consider Approval of Member Agency Water Conservation Funding Agreement. Michelle Ketchum presented and discussed the agreement with the Board. – See Member Agency Water Conservation Funding Agreement attached to these minutes for details. 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

Nordgren – aye

OUR OPERATIONS

**Consider Approval of
the District’s Property,
Liability, & Auto
Insurance**

Austin Ballard asked the Board to consider Approval of the District’s Property, Liability, and Auto Insurance in the amount of \$203,004.67 to Utah Local Governments Trust. Corey Rushton made a motion to approve the renewal as noted. Following a second from Debra Armstrong, the motion passed as follows:

Armstrong – aye Rushton – aye Nordgren – aye

**Review & Discuss
Financial Report for
Year-End 2021 &
May 2022**

Mr. Ballard summarized the Year-End 2021 and May 2022 Financial Report. Mr. Ballard mentioned that summer water usage and sales are down. He also noted an increase in employee incentive pay which is due to many employees taking and passing water and wastewater certification exams. – See May 2022 Financial Report attached to these minutes for details.

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

Mr. Ballard discussed the May check report. Mr. Ballard noted that the District has not yet received the final property tax rates. The May check report totaled \$3,822,594.75 coming from five categories; infrastructure (42%), Central Valley (24%), Jordan Valley (14%), payroll taxes and employee benefits (8%), and other (12%). – See May 2022 Paid Invoice Report attached to these minutes for details.

**Consider Approval of
RESOLUTION
6-21-22.2**

Mr. Marti asked the Board to consider Approval of RESOLUTION 6-21-22.2 ADOPTING GRANGER-HUNTER IMPROVEMENT DISTRICT DRINKING WATER SYSTEM AND WASTEWATER COLLECTION SYSTEM PLANS. Mr. Marti presented and discussed the Water System and Wastewater Collection System Plans. – See RESOLUTION 6-21-22.2 attached to these minutes for details. Corey Rushton mentioned the possible use of a “Facilities Condition Index”. Following a discussion regarding the presented plans, Mr. Rushton made a motion to approve the resolution as noted. Following a second from Debra Armstrong, the motion passed as follows:

Armstrong – aye Rushton – aye Nordgren – aye

**Consider Approval of
RESOLUTION
6-21-22.4**

Mr. Marti asked the Board to consider Approval of RESOLUTION 6-21-22.4 APPROVING AN APPLICATION FOR A UNITED STATE BUREAU OF RECLAMATION WATERSMART DROUGHT RESILIENCY PROJECT GRANT. Mr. Marti presented and discussed the grant. – See RESOLUTION 6-21-22.4 attached to these minutes for details. Corey Rushton made a motion to approve the resolution as noted. Following a second from Debra Armstrong, the motion passed as follows:

Armstrong – aye Rushton – aye Nordgren – aye

Consider Approval of Construction Contract to Vancon Inc. for the 20D: Kent Booster Pump Station Project

Mr. Marti asked the Board to consider Approval of a Construction Contract to Vancon Inc. for the 20D: Kent Booster Pump Station Project in the amount of \$17,174,996.00. Mr. Marti noted an almost 50% price increase for this project. Following an in-depth discussion regarding increase in costs and contractor availability, 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

CLOSED SESSION

At 5:38 P.M., Corey Rushton made a motion to enter into a closed session to discuss the purchase of real property. Following a second from Debra Armstrong, 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; Austin Ballard, Controller; Victor Narteh, Director of Engineering; and Dakota Cambuzzi, Human Resources Manager, were present during closed session.

At 6:04 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 Nordgren – aye

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

Roger Nordgren shared his appreciation to the staff and fellow Trustees for their willingness to adjust the Strategic Planning Session to accommodate him due to unforeseen circumstances.

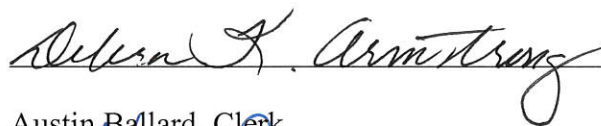
Debra Armstrong inquired about current District vacancies, economic inflation and overall employee morale. Jason Helm noted the District has been understaffed all of 2022 and currently has two job openings. Mr. Helm discussed some potential options for dispersing unused budgeted funds that have been allocated to employee salary pay to compensate current staff and help with retention. The Trustees were supportive of the options and the efforts being made.

ADJOURNED

Inasmuch as all agenda items have been satisfied, Corey Rushton made a motion to adjourn the meeting. Following a second from Debra Armstrong, the motion passed as follows and the meeting adjourned at 6:16 P.M.

Armstrong – aye Rushton – aye Nordgren – aye

Debra K. Armstrong, Chair



Austin Ballard, Clerk

