

**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, May 17, 2022, at 3:04 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

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:

Kyle Dean	Wastewater Systems Division Manager, GHID – <i>Left after WEAU award presentation</i>
Steven Rowley	Partner/CPA, Keddington & Christensen, CPAS – <i>Left meeting following presentation</i>
Randy Zollinger	Carollo Engineers – <i>Left before meeting ended</i>
Adam Spackman	Information Technology, GHID - <i>Electronically</i>
Ian Bailey	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>
Justin Brewer	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.

CALL TO ORDER

At 3:04 P.M. Debra Armstrong called the meeting to order and recognized all those present.

Public Comments

There were none.

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

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

Armstrong – aye Rushton – *had not arrived*** Nordgren – aye

***Once Corey Rushton arrived, he mentioned that he didn't have any changes to the minutes.*

Conflicts of interest

There were none.

**OUR COMMUNITY
Recognition of WEAU
Award**

Jason Helm recognized Kyle Dean for being awarded the Water Environment Association of Utah’s (WEAU) Top Supervisor of the Year. Mr. Helm also commended Mr. Dean on his success with teaching the District’s Wastewater Certification Exam prep classes. The state had 47 participants take the exam in April with a pass rate of 36%. Seven participants were from the District and all seven passed the exam.

**Consider Approval of
2021 Audit and
Supplementary Reports**

Steven Rowley of Keddington & Christensen, LLC, presented the 2021 audit report to the Board. Mr. Rowley highlighted the findings which included the following: there were no significant difficulties, there were no disagreements with management, the financial statements present fairly, in all material respects, the financial position of the District, and the District complied with state and federal compliance requirements. Corey Rushton discussed grant funding and inquired about the auditing process for controls on those programs. Austin Ballard noted that the single audit is for federally received funds. Corey Rushton made a motion to approve the 2021 audit and supplementary reports as noted. Following a second from Roger Nordgren, the motion passed as follows;

Armstrong - aye Rushton - aye. Nordgren - aye

**Consider Amendments
to Rules & Regulations
Section 7.9 – Cross-
Connection & Back-flow
Control**

Mr. Helm asked the Board to consider Amendments to the Rules and Regulations Section 7.9 – Cross-Connection and Back-Flow Control. After a discussion regarding the notification process and plumbing code for expansion tanks, Corey Rushton noted the importance of consistency with the policy, the need for documentation of notification and the importance of working with homeowners versus renters. Mr. Rushton made a motion to approve the amendments as noted. Following a second from Debra Armstrong, the motion passed as follows:

Armstrong – aye Rushton – aye Nordgren – aye

OUR TEAM

**Jordan Valley Water
Conservancy District
Review**

Mr. Helm presented the Jordan Valley Water Conservancy District (JVWCD) review. A discussion took place regarding water conservation and drought updates. – See JVWCD Review attached to these minutes for details.

**Central Valley Water
Reclamation Facility
Review**

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

**OUR OPERATIONS
Consider Approval of
District’s Plan to
Surplus Unit #57, an
International Vactor
2100i Truck**

Austin Ballard asked the Board to consider Approval of the District’s plan to surplus Unit #57, an International Vactor 2100i truck. Roger Nordgren made a motion to approve the surplus as noted. Following a second from Debra Armstrong, the motion passed as follows:

Armstrong – aye Rushton – aye Nordgren – aye

**Consider Approval of
District’s Plan to
Surplus Unit #42, a Case
580SN Backhoe**

Mr. Ballard asked the Board to consider Approval of the District’s plan to surplus Unit #42, a Case 580SN Backhoe. Roger Nordgren made a motion to approve the surplus as noted. Following a second from Debra Armstrong, the motion passed as follows:

Armstrong – aye Rushton – aye Nordgren – aye

**Review & Discuss
Financial Report for
April 2022**

Mr. Ballard summarized the April Financial Report. Mr. Ballard noted that the net revenues are below what they were this time last year due to CVWRF bonds, the utilization of the JVWCD contract, the purchase of equipment, and an increase in the District’s debt service. Mr. Ballard mentioned that summer water sales were down in 2021 and are forecasted to be lower this year as well which will cause lower overall revenues. – See April 2022 Financial Report attached to these minutes for details.

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

Mr. Ballard discussed the April check report. The April check report totaled \$2,735,653.00 coming from five categories; Central Valley (39%), infrastructure (23%), Jordan Valley (19%), payroll taxes and employee benefits (9%), and other (10%). – See April 2022 Paid Invoice Report attached to these minutes for details.

**Water Maintenance
Update**

Troy Stout presented the water maintenance report. – See the Water Systems Update report attached to these minutes for details.

**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 discussed the water supply report. – See the Water Supply Review report attached to these minutes for details.

Capital Projects Update

Mr. Marti presented the capital projects update. – See the Capitol Projects Update report attached to these minutes for details.

Consider Approval of Construction Contract to Lyndon Jones Construction, Inc. for the 22C: Lake Park & Merry Lane Subdivisions Waterline Replacements

Mr. Marti asked the Board to consider Approval of a Construction Contract with Lyndon Jones, Inc. in the amount of \$1,984,790.00 for the 22C: Lake Park & Merry Lane Subdivision Waterline Replacements. 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

Engineering Department Update

Mr. Marti discussed the engineering department update. Mr. Marti noted the Public Hearing that was to be held in May will now take place in the June 21, 2022 meeting to raise impact fees. – See the Engineering Department Update report attached to these minutes for details.

CLOSED SESSION

At 4:56 P.M., Corey Rushton made a motion to enter into a closed session to discuss the purchase of real property. Following a second from Roger Nordgren, 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 Kristy Johnson, Executive Assistant, were present during closed session.

At 6:16 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

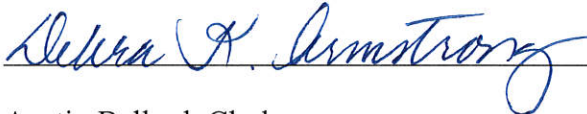
The Board and District staff discussed the date of the June board meeting and verified that the June 21, 2022 scheduled meeting will still be the best date.

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 6:19 P.M.

Armstrong – aye Rushton – aye Nordgren – aye

Debra K. Armstrong, Chair



Austin Ballard, Clerk

