

**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, April 20, 2021, 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 (electronically):**

Debra Armstrong	Chair
Corey Rushton	Trustee
Russell Sanderson	Trustee

**Staff Members Present (electronically):**

Jason Helm	General Manager
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
Dakota Cambuzzi	Human Resource Manager
Kristy Johnson	Executive Assistant
Brent Rose	Legal Counsel – Clyde Snow & Sessions PC

**Guests (electronically):**

Adam Spackman	System Administrator, GHID
Idanelly Orosco	Customer Service Representative, GHID
Debra Harvey	Customer Service Representative, GHID
Taylor Gomm	Customer Service Representative, GHID
Brooke Petersen	Customer Service Representative, GHID
Darcy Brantly	Accountant, GHID
Roger Nordgren	Former GHID Board Member/West Valley City Resident

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.

**Public Comments**

Jason Helm presented a public comment that was received through the District’s website on April 1, 2021:

Jim (no last name given) – “I noticed you granted the controller signatory authorization on the district’s bank account; this seems like a conflict given proper accounting controls call for separation of duties (that is, the person accounting for transactions shouldn’t have authority to make transactions). Just food for thought.”

Mr. Helm explained all Zion’s Bank transactions have a dual approval process, including any that may include Austin Ballard, the District’s Controller.

Corey Rushton discussed the process for public comments and mentioned the opportunity to follow-up on any received. Mr. Helm explained that those comments that include contact information, will receive a follow-up.

**Approval of the  
March 16, 2021  
Board Meeting Minutes**

A motion to approve the Board Meeting Minutes from March 16, 2021, was made by Russell Sanderson, followed by a second from Corey Rushton.

The motion passed as follows;

Armstrong – aye                      Rushton – aye                      Sanderson – aye

**Conflicts of interest**

There were none.

**Consider Appointment  
of New Trustee to Fill  
Unexpired Term of  
Russell Sanderson**

After hearing comments from Roger Nordgren; Corey Rushton made a motion to appoint Mr. Nordgren as the new District Board Trustee with swearing in on May 18, 2021. Following a second from Russell Sanderson, the motion passed as follows;

Armstrong – aye                      Rushton – aye                      Sanderson – aye

**OUR COMMUNITY  
Jordan Valley Water  
Conservancy District  
Review**

Jason Helm reviewed the Jordan Valley Water Conservancy District (JVWCD) Board update. - See Jordan Valley Water Conservancy District Report attached to these minutes for details.

**Central Valley Water  
Reclamation Facility  
Review**

Mr. Helm reviewed the Central Valley Water Reclamation Facility (CVWRF) Board update. - See Central Valley Water Conservancy District Report attached to these minutes for details.

**OUR TEAM  
Consider Modification  
of Whistleblower Policy  
in the District Employee  
Handbook**

Mr. Helm presented a modified Whistleblower Policy from the District Employee Handbook, explaining that Clyde Snow & Sessions PC, the District’s legal counsel, had been consulted. A discussion took place regarding the modifications. The Board recommended some further revisions prior to approval of the policy and suggested it be revisited in the May board meeting.

**2024 Strategic Plan Initiatives Update**

Mr. Helm presented an update on the 2024 Strategic Plan Initiatives and mentioned that updates will be presented quarterly. – See 2024 Strategic Plan Initiatives Update attached to these minutes for details.

**OUR OPERATIONS  
Review & Discuss  
Financial Report for  
March 2021**

Austin Ballard summarized the March 2021 Financial Report and noted that most items are tracking pretty close to budget. Mr. Ballard explained that the property tax amount is in the negative, due to a payment of property taxes owed to the Magna Water District for the wastewater services of several GHID residences.

**Review & Discuss Paid  
Invoice Report for  
March 2021**

Mr. Ballard discussed the March check report. The March check report totaled \$2,064,272.80 coming from five categories; Central Valley (33%), infrastructure (9%), taxes, payroll and benefits (21%), Jordan Valley (15%), and other (22%). Mr. Ballard explained that he had spoken with the Salt Lake County Clerk Elections Division regarding election participation locations. Due to established nearby locations, election participation boxes are not available for placement at the District.

**Water Maintenance  
Update**

Troy Stout presented the water maintenance report. – See Water Maintenance Board Report attached to these minutes for details.

**Leak Detection Project  
Update**

Mr. Stout presented the leak detection project update. – See Leak Detection Project Update attached to these minutes for details.

**Wastewater  
Maintenance Update**

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

**Water Supply Review**

Todd Marti presented the water supply report. – See Water Supply Report attached to these minutes for details.

**Consider Approval of  
Construction Contract  
with Beck Construction  
and Excavation, Inc. for  
the 21A: Large Meter  
Replacements Project**

Mr. Marti asked the Board to consider approval of Construction Contract with Beck Construction and Excavation, Inc. in the amount of \$517,570.00 for the 21A: Large Meter Replacements Project. After a short discussion, Corey Rushton made a motion to approve the contract as noted. Following a second from Russell Sanderson, the motion passed as follows:

Armstrong – aye

Rushton – aye

Sanderson – aye

**Capital Projects &  
Engineering Update**

Mr. Marti presented the capital projects and engineering reports. – See Capital Projects and Engineering Reports attached to these minutes for details.

**Consider Approval of  
“Private Water Line  
Waiver, Release and  
Indemnity Agreement”**

Mr. Marti asked the Board to consider approval of “Private Water Line Waiver, Release and Indemnity Agreement” between an Applicant and the District for Water Service through a Private Easement. It was discussed that approving Resolution 4-20-21 would include the approval of this agreement and therefore, a separate approval was not necessary.

**Consider Approval of  
Resolution No. 4-20-21:  
A Resolution Adopting  
Amended and Restated  
Uniform Rules and  
Regulations for  
Municipal Water and  
Sanitary Sewer Service**

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

**ADJOURNED**

Mr. Marti asked the Board to consider approval Resolution 4-20-21: A resolution adopting amended and restated uniform rules and regulations for municipal water and sanitary sewer service. Corey Rushton mentioned notification of the amendment, to West Valley City (WVC). Mr. Marti noted that he would notify WVC. 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                      Sanderson – aye

Russell Sanderson expressed his appreciation to the other Trustees and the District staff for his time served on the GHID Board of Trustees.

Inasmuch as all agenda items have been satisfied, Debra Armstrong made a motion to adjourn the meeting. Following a second from Russell Sanderson, the motion passed as follows and the meeting adjourned at 5:10 P.M.

Armstrong – aye                      Rushton – aye                      Sanderson – aye

Debra K. Armstrong, Chair

  
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Austin Ballard, Clerk

  
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## **Roger K. Nordgren Bio**

Roger Nordgren is a long-time resident of over 60 years in the Granger-Hunter community. He attended Granger High School and earned a B.S. degree in Business Management from BYU, graduating with honors. Roger worked professionally as a financial analyst and credit department manager for First Security Bank and Key Bank for 20 years and departmental manager of finance for the LDS Church. For an additional 20 years, he worked at Moody's Analytics using his expertise in financial and credit risk analysis to design and implement web-based instructional programs for credit professionals in financial institutions in the U.S. and internationally. He retired from Moody's in 2014 and then engaged in consulting projects with Moody's until 2018 when he retired professionally.

He and his wife Karen find great joy with their five children and 17 grandchildren. Included in his community service, Roger served as volunteer statistician for high school athletics teams, as a member of the West Valley City Storm Water Advisory Board, and as chair of that board. Roger was elected to the Granger-Hunter Board of Trustees in 2013 and served one four-year term before serving a church mission in the Boston area with his wife.

Roger is experienced in independent and critical thinking, the analytical evaluation of complex issues, and assessment of the practical aspects of important decisions. He exemplifies the values of trust, integrity, stewardship, and fiscal responsibility that are aligned with GHID's vision and mission statements, the recently adopted Strategic Plan, and as a Trustee on the District's Board. He is committed to maintaining and improving our public water and sewer systems while keeping rates low.

He possesses professional expertise as well as valuable prior experience as a GHID Trustee, involvement with industry related activities and various water-related training workshops. He was awarded the 2017 Distinguished Board Member Award by the Utah Association of Special Districts "for distinguished service as a board member." Roger is uniquely qualified to serve our community again in overseeing the District's effectiveness and professionalism as it delivers water and sewer services to District patrons into the future.