

**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, November 18, 2025, at 4:19 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
Roger Nordgren	Trustee - <i>Electronically</i>
Wayne Watts	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 Necaie	Director of Wastewater
Victor Narteh	Director of Engineering
Justin Gallegos	Director of Information Technology
Austin Ballard	Controller/Clerk
Kristy Johnson	Executive Assistant
Brent Rose	Legal Counsel – Clyde Snow & Sessions PC

Guests:

Adam Spackman	System Administrator, GHID – <i>Electronically</i>
Ian Bailey	GIS, GHID - <i>Electronically</i>
Michael Wear	Fleet Division Manager, GHID - <i>Electronically</i>
Darcy Brantly	Accountant, GHID – <i>Electronically</i>
Teresa Higgs	Customer Service, GHID – <i>Electronically</i>
Dakota Cambuzzi	Human Resource Manager, 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 4:19 P.M. Debra Armstrong called the meeting to order and recognized all those present.

Public Comments

There were none.

**Approval of the
October 14, 2025,
Board Meeting Minutes**

A motion to approve the October 14, 2025, Board Meeting Minutes was made by Wayne Watts. Following a second from Debra Armstrong, the motion passed as follows:

Armstrong – aye Nordgren – aye Watts – aye

Conflicts of interest

There were none.

**OUR COMMUNITY
Review & Approval of
Election Results
Canvass**

Austin Ballard presented the 2025 Election Results Canvass with Debra Armstrong and Roger Nordgren having the most votes and officially take office January 1, 2026 at 12:00 pm. Mr. Ballard asked the Board to consider approval of Resolution 11-18-25.02 CERTIFICATION OF 2025 ELECTION RESULTS CANVASS. Wayne Watts made a motion to approve the resolution as noted. Following a second from Debra Armstrong, the motion passed as follows:

Armstrong – aye Nordgren – aye Watts – aye

**Jordan Valley Water
Conservancy District
Update**

Mr. Helm presented the Jordan Valley Water Conservancy District update. - See Jordan Valley Water Conservancy District Update attached to these minutes for details.

**Central Valley Water
Reclamation Facility
Update**

Mr. Helm presented the Central Valley Water Reclamation Facility update. – See Central Valley Water Reclamation Facility Update attached to these minutes for details.

**Emergency Response
Program Update – Joint
Training with West
Valley City**

Mr. Helm discussed the Emergency Response Program Update – joint training with West Valley City and noted the success of the training.

**Consider Approval for
District to Enter into
Negotiations for
Potential Purchase of
Emergency Response
Truck & Trailer from
West Valley City**

Mr. Helm asked the Board to consider approval for the District to enter into negotiations for the potential purchase of an Emergency Response Truck and Trailer from West Valley City not-to-exceed amount of \$125,000.00. Debra Armstrong made a motion to approve the ability for the District to negotiate as noted. Following a second from Wayne Watts, the motion passed as follows:

Armstrong – aye Nordgren – aye Watts – aye

**OUR TEAM
Review & Approve 2026
Board Meeting Schedule
Calendar**

Mr. Helm presented the 2026 Board Meeting Schedule Calendar for the Board to review. The schedule will be posted online and in the District lobby. – See 2026 Board Meeting Schedule attached to these minutes for details.

OUR COMMUNITY
**Discuss H.B. 444 – Data
Privacy Amendments**

Mr. Helm and Justin Gallegos discussed House Bill 444 – Data Privacy Amendments. Mr. Helm noted that the bill requires some new data privacy policies that will need to be created, adopted and implemented in a multi-phase process.

**Consider Approval for
General Manager to
Appoint CAO – Chief
Administrative Officer
as Recognized by State**

Mr. Helm asked the Board to approve the General Manager to appoint a CAO – Chief Administrative Officer as recognized by the State and submit that information to the State. Wayne Watts made a motion to approve as noted. Following a second from Roger Nordgren, the motion passed as follows:

Armstrong – aye Nordgren – aye Watts – aye

OUR OPERATIONS
**Review & Discuss
Financial Report for
October 2025**

Austin Ballard summarized the October 2025 Financial Reports. Mr. Ballard noted a correction to properly account for “Delinquency/Turn-on Fees” made to the October financial report. – See October 2025 Financial Report attached to these minutes for details.

**Review & Discuss Paid
Invoice Report for
October 2025**

Mr. Ballard discussed the October check report. The October check report totaled \$5,996,098.33 coming from five categories: infrastructure (38%), Central Valley Water (26%), Jordan Valley Water (25%), payroll taxes and employee benefits (7%), and other (4%). – See October 2025 Paid Invoice Report attached to these minutes for details.

**Review & Discuss
Uniform Rules,
Regulations, and
Requirements for
Municipal Water &
Sanitary Sewer Service**

Todd Marti presented Uniform Rules, Regulations, and Requirements for Municipal Water and Sanitary Sewer Service. Mr. Marti discussed some of the updates and a timeline to present, review and approve a final draft. – See Uniform Rules, Regulations, and Requirements for Municipal Water and Sanitary Sewer Service attached to these minutes for details.

**Administrative Services
Update**

Michelle Ketchum presented the Administrative Services Update. Ms. Ketchum noted the success of the Truck or Treat event. – See Administrative Services Update attached to these minutes for details.

**Water Maintenance
Update**

Dustin Martindale presented the water maintenance update. Mr. Martindale noted the fire hydrant restoration plan. Mr. Martindale also highlighted the Lead and Copper Program and commended the staff for completing the 90% Level Confidence Program. – See Water Maintenance Update report attached to these minutes for details.

**Wastewater
Maintenance & Fleet
Update**

Ricky Necaise presented the wastewater maintenance, safety and fleet report. – See the Wastewater Maintenance and Fleet Update report attached to these minutes for details.

Consider Approval of District's Plan to Surplus Unit #26, a 2009 Mack Dump Truck

Mr. Necaise asked the Board to consider approval of the District's plan to surplus Unit #26, a 2009 Mack Dump Truck. Wayne Watts made a motion to approve the surplus as noted. Following a second from Debra Armstrong, the motion passed as follows:

Armstrong – aye Nordgren – aye Watts – aye

Discussion on Lobby Hours

Jason Helm and Troy Stout discussed the District's lobby hours and some safety concerns. Mr. Stout noted that about 1 customer comes into the lobby or drive-thru per day during the 5:00 - 6:00 pm hour. Mr. Helm discussed the ability to have the lobby close at 5:00 pm with the drive-thru staying open. The Board agreed to have the lobby hours change to 8:00 am to 5:00 pm.

Operations Update

Justin Gallegos presented the Operations report. – See Operations Update attached to these minutes for details.

Water Supply Report

Mr. Gallegos presented the September water supply and sewer reports. – See Operations Update attached to these minutes for details.

Consider Approval of Contract with Nickerson to Replace Well 8 Motor Complete Other Well Repairs

Mr. Gallegos asked the Board to consider approval of a contract with Nickerson to replace the Well 8 motor and complete other well repairs in the amount of \$94,947.00. Wayne Watts made a motion to approve the contract as noted. Following a second from Roger Nordgren, the motion passed as follows:

Armstrong – aye Nordgren – abstain Watts – aye

MEETING RECESS

Debra Armstrong called a meeting recess at 5:50 P.M. in order to begin the scheduled 6:00 P.M. Public Hearing.

RESUME MEETING

Debra Armstrong called for the Board Meeting to resume at 6:24 P.M.

Capital Projects Update

Todd Marti and Victor Narteh presented the Capital Projects update. – See Capital Projects Update attached to these minutes for details.

Consider Approval of Change Order with Nelson Brothers Construction for 23I: Anderson WTP Project

Mr. Narteh asked the Board to consider approval of a change order with Nelson Brothers Construction for the 23I: Anderson WTP Project in the amount of \$58,642.00. Debra Armstrong made a motion to approve the change order as noted. Following a second from Wayne Watts, the motion passed as follows:

Armstrong – aye Nordgren – aye Watts – aye

Engineering Department Update

Mr. Marti and Mr. Narteh presented the Engineering Department update. – See Engineering Department Update attached to these minutes for details.

**Consider Approval for
Purchase of Hydro
Excavator Vehicle from
Dawson Infrastructure
Solutions**

Troy Stout and Ricky Necaie asked the Board to consider approval of the purchase of a Hydro Excavator vehicle from Dawson Infrastructure Solutions in the amount of \$615,047.38 delivered, due and payable in 2026 with the 2026 budget. Wayne Watts made a motion to approve the purchase as noted. Following a second from Debra Armstrong, the motion passed as follows:

Armstrong – aye

Nordgren – aye

Watts – aye

CLOSED SESSION

A closed session was not needed.

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

**CALENDAR
Consider Cancelling
December 16, 2025
Board Meeting**

Jason Helm asked the Board to consider cancelling the December 16, 2025 Board Meeting. Debra Armstrong made a motion to approve the cancellation as noted. Following a second from Wayne Watts, the motion passed as follows:

Armstrong – aye

Nordgren – aye

Watts – aye

ADJOURNED

Inasmuch as all agenda items have been satisfied, Debra Armstrong made a motion to adjourn the meeting. Following a second from Wayne Watts, the motion passed as follows and the meeting adjourned at 6:45 P.M.

Armstrong – aye

Nordgren – aye

Watts – aye

Debra K. Armstrong, Chair



Austin Ballard, Clerk


