

**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, January 19, 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
Kristy Johnson	Executive Assistant
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 Cambruzzi	Human Resource Manager
Brent Rose	Legal Counsel – Clyde Snow & Sessions PC

Guests (electronically):

Adam Spackman	System Administrator, GHID
Ian Bailey	GIS Specialist/IT Specialist, GHID
Idanely Orosco	Customer Service Representative, GHID
Debra Harvey	Customer Service Representative, GHID
Roger Nordgren	Former GHID Board Member/West Valley City Resident
Keith Larson	Project Manager, Bowen, Collins & Associate
Mike Morgan	Member of the Public

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. Ms. Armstrong noted a change in opening of the District’s board meetings and encouraged any feedback regarding the changes, to be sent to her directly.

Election of District Officers for 2021

District Officers shall remain the same with Debra Armstrong as Board Chair, Jason Helm as District Treasurer and Austin Ballard as District Clerk. Corey Rushton made a motion to approve the District Officers as constituted by acclimation for 2021. Following a second from Russell Sanderson, the motion passed as follows;

Armstrong – aye Rushton – aye Sanderson – aye

Appointment of Representative to CVWRF Board of Trustees

The GHID representative to the Central Valley Water Reclamation Facility Board of Trustees shall remain the same with Debra Armstrong as representative. Russell Sanderson made a motion to approve the representative as constituted for 2021. Following a second from Corey Rushton, the motion passed as follows:

Armstrong – aye Rushton – aye Sanderson – aye

Approval of the December 15, 2020 Board Meeting Minutes

A motion to approve the Board Meeting Minutes from December 15, 2020, was made by Debra Armstrong, followed by a second from Russell Sanderson.

The motion passed as follows;

Armstrong – aye Rushton – aye Sanderson – aye

Conflicts of interest

There were none.

**OUR COMMUNITY
Recognition of
Gerald Lynn Larson**

Debra Armstrong recognized the late Gerald Lynn Larson for his years of service to GHID. Mr. Larson was an employee of the District for over 30 years and spent the latter of his career as the General Manager of the District. Mr. Larson passed away on January 6, 2021 at the age of 86. The Board of Trustees and the District staff will be naming the District’s main building A as the “Gerald Lynn Larson Building” in his honor.

Rate Study Presentation

Keith Larson, the project manager for the rate study from Bowen, Collins & Associates, presented the master plan update, rate and impact fee study and long-term capital facility plan for GHID. – See Master Plan Update, Rate Study & Impact Fee Analysis Update attached to these minutes for details.

Jordan Valley Water Conservancy District Review

Jason Helm reviewed the Jordan Valley Water Conservancy District (JVWCD) Board update. Mr. Helm discussed the District’s contract and water usage. JVWCD estimated that the District will have used 110% of the contracted amount for 2020. A brief discussion took place regarding drought concerns. Mr. Helm suggested a more in-depth discussion to take place at the annual strategic planning meeting with the Board in June. -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.

Legislative Update

Mr. Helm presented the Legislative Update and discussed a few of the House Bills that pertain to District. – See Legislative Update Report attached to these minutes for details.

OUR TEAM

**Risk Management/
Insurance Claims**

Troy Stout reviewed and discussed some risk management and insurance claims. A discussion took place regarding the current GHID policies and procedures for property damage claims. Debra Armstrong suggested an update to the GHID policy for any possible future incidents regarding vandalism and property damage. Corey Rushton requested the option to convene in a closed session for future meetings that include possible imminent litigation.

**Consider Approval of
Payment for Water
Damage**

Mr. Stout asked the Board to consider approval, in accordance with the Administrative Handbook and the GHID Sewer System Management Plan, of payment in the amount of \$42,989.39 to the Property Owners for restoration and contents replacement as damaged during the October 23, 2020 water main rupture incident at 4394 Early Duke Street. Corey Rushton made a motion to approve the contract as noted. Following a second from Debra Armstrong, the motion passed as follows:

Armstrong – aye Rushton – aye Sanderson – aye

**Review of Property
Damage Claim**

Mr. Stout reviewed a property damage claim at 6208 Terrace Ridge resulting from a sanitary sewer overflow in the amount of \$15,033.99. A discussion took place regarding the details of the property damage claim. Brent Rose asked if vandalism had taken place in this specific manhole prior to this event. Mr. Stout noted that debris and garbage had been placed in this manhole in December of 2019. Ricky Necaise discussed other manhole incidents where covers have been removed and had items dropped down in them. Mr. Necaise explained that some problematic manholes are locked after they are tampered with. Mr. Stout explained that there are no industry standards stating that manholes must be locked when not in the street. After some further discussion, Corey Rushton made a motion to approve the property damage claim of \$15,033.99 at 6208 Terrace Ridge. Following a second from Russell Sanderson, the motion passed as follows:

Armstrong – aye Rushton – aye Sanderson – aye

**Strategic Planning
Update**

Jason Helm updated the Board on four initiatives of the strategic plan. Mr. Helm reviewed the “Water Quality Protocols” initiative and noted the water treatment facility is moving forward with planning. Mr. Helm reviewed the “Coalition and Mutual Aid” initiative and noted conversations taking place with Taylorsville-Bennion Improvement District and Kearns Improvement District in regards to sharing resources and inter-local agreements. Mr. Helm reviewed the “Water Storage and Tank Farm Integration” initiative and noted the conversations taking place with JWCDC to hire a consultant to appraise the land and tanks. Mr. Helm reviewed the “Ten-Year Capital Improvement & Financial Plan” initiative and noted the progress with the rate study that was discussed earlier in the meeting.

COVID and Vaccination Update

Mr. Helm presented the COVID-19 vaccination update and noted the process of distribution of the vaccination. -See COVID-19 Vaccination Update attached to these minutes for details.

Personnel Update

Mr. Helm reviewed the new employees of 2020 and introduced Jeremy Gregory, the District's new staff engineer. – See Recap 2020 New Employees attached to these minutes for details.

Consider Approval of District's Property and Liability Insurance to Utah Local Governments Trust

Mr. Helm asked the Board to consider approval of the District's property and liability insurance in the amount of \$288,319.00 to Utah Local Governments Trust. Russell Sanderson made a motion to approve the contract as noted. Following a second from Debra Armstrong, the motion passed as follows:

Armstrong – aye Rushton – aye Sanderson – aye

Conservation Grant Report

Michelle Ketchum presented some of the ways the District is using the conservation grant including the distribution of 2021 conservation calendars to the community, WaterSense showerheads and spray nozzles for new customers and a large meter replacement project for Vivante HOA.

**OUR OPERATIONS
Review & Discuss
Financial Report for
December 2020**

Austin Ballard summarized the December 2020 Financial Report and noted the preliminary nature of the information being discussed. Mr. Ballard explained that the revenue is close to 100% for the year. Mr. Ballard noted that some additional expenses will still need to be recorded for 2020 including the property damage claims that were discussed earlier.

Review & Discuss Paid Invoice Report for December 2020

Mr. Ballard discussed the December check report which totaled \$3,092,985.30 coming from five categories; Jordan Valley (14%), Central Valley (16%), taxes, payroll and benefits (9%), infrastructure (51%), and other (10%).

Water Maintenance Update

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

Consider an Award of Contract with Wachs Water Services for Water Leak Detection Program

Mr. Stout asked the Board to consider an award of contract with Wachs Water Services for leak detection services in the amount of \$51,400.00 with \$30,840.00 to be reimbursed by JVVCD conservation grant as agreed. After a brief discussion regarding soil composition and leak detection technology, 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

Wastewater Maintenance Update

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

**Consider Approval of
Purchase for a
Combination Truck**

Mr. Stout asked the Board to consider approval of purchase for a combination truck in the amount of \$448,304.83. The Vactor components procured from Owen Equipment in the amount of \$335,876.83, the cab and chassis from Premier Truck Group in the amount \$112,428.00. Russell Sanderson made a motion to approve the contract as noted. Following a second from Debra Armstrong, the motion passed as follows:

Armstrong – aye Rushton – aye Sanderson – aye

Water Supply Review

Todd Marti presented the water supply report noting that the high water use in 2020. A brief discussion took place regarding well production and aquifer levels due to drought conditions. -See Water Supply Report attached to these minutes for details.

**Capital Projects Update
Engineering Department
Updates**

Mr. Marti presented and discussed the Capital Projects and Engineering Department reports. – See Engineering Summary attached to these minutes for details.

ADJOURNED

Inasmuch as all agenda items have been satisfied, Debra Armstrong made a motion to adjourn the meeting. Following a second from Corey Rushton, the motion passed as follows and the meeting adjourned at 5:58 P.M.

Armstrong – aye Rushton – aye Sanderson – aye

Debra K. Armstrong, Chair



Austin Ballard, Clerk


