

**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 19, 2022, 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:**

Debra Armstrong	Chair
Corey Rushton	Trustee - <i>Electronically</i>
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 Necaise	Director of Wastewater – <i>Left meeting at 4:30 p.m.</i>
Victor Narteh	Director of Engineering - <i>Excused</i>
Justin Gallegos	Director of Information Technology
Austin Ballard	Controller/Clerk
Dakota Cambruzzi	Human Resource Manager
Kristy Johnson	Executive Assistant
Brent Rose	Legal Counsel – Clyde Snow & Sessions PC

**Guests:**

Jeremy Gregory	Staff Engineer, GHID
Keith Larson	Project Manager, Bowen, Collins & Associate – <i>Left meeting following presentation</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>
Teresa Higgs	Customer Service, GHID – <i>Electronically</i>
Michael Wear	Fleet Division Supervisor, GHID - <i>Electronically</i>
Steve Starr	Water Systems Division Manager, GHID - <i>Electronically</i>
Darcy Brantly	Accountant, GHID – <i>Electronically</i>
Derrick McMichael	Meters Division Supervisor, GHID – <i>Electronically</i>
Charles Casias	Wastewater Division Supervisor, GHID – <i>Electronically</i>
Nathan Davis	Community Member – <i>Electronically</i>
Dirk Branson	Community Member – <i>Electronically</i>
Charlie Heugalee	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 3:01 P.M. Debra Armstrong called the meeting to order and recognized all those present.

**Public Comments**

There were none.

**Approval of the  
March 15, 2022  
Board Meeting Minutes**

A motion to approve the Board Meeting Minutes from March 15, 2022, was made by Debra Armstrong. Followed a second from Roger Nordgren, the motion passed as follows:

Armstrong – aye                      Rushton – aye                      Nordgren – aye

**Conflicts of interest**

There were none.

**OUR COMMUNITY  
Capital Improvements  
& 10-Year  
Implementation Plan**

Keith Larson, the project manager for the capital improvements and 10-year implementation plan from Bowen, Collins & Associates, presented the Capital Improvements and 10-Year Implementation Plan. Some discussion took place regarding different options to deal with costs in excess of the identified budget and impact fees. It was noted that the last increase of impact fees was in 2015. The Board recommended a Public Hearing be held at the May 17, 2022 Board Meeting to increase the District’s impact fees. – See the Capital Improvement & 10-Year Implementation Plan attached to these minutes for details.

**2024 Strategic Plan  
Initiatives Update**

Jason Helm discussed the 2024 Strategic Plan Initiatives update. – See 2024 Strategic Plan Initiatives Update attached to these minutes for details.

**OUR TEAM  
2022 First Quarter  
Safety & Risk  
Management  
Performance Update**

Troy Stout presented the 2022 First Quarter Safety & Risk Management Performance update. – See 2022 First Quarter Safety & Risk Management Performance Update attached to these minutes for details.

**Employee Updates**

Mr. Helm and Dakota Cambruzzi discussed the District employee updates. – See Employee Updates attached to these minutes for details.

**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.

**Jordan Valley Water  
Conservancy District  
Conservation Grant**

Mr. Helm and Michelle Ketchum discussed the JVWCD Conservation Grant. – See JVWCD Conservation Grant 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 Contract with Gilmore & Bell, P.C. for Bond Counsel Services**

Austin Ballard asked the Board to consider Approval of a Contract with Gilmore & Bell, P.C. for Bond Counsel Services. Roger Nordgren made a motion to adopt the contract 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 Mini Excavator**

Mr. Ballard asked the Board to consider Approval of the District’s plan to surplus Unit #43, a Mini Excavator 305 5E2CR. Debra Armstrong made a motion to approve the surplus as noted. Following a second from Roger Nordgren, the motion passed as follows:

Armstrong – aye                      Rushton – aye                      Nordgren – aye

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

Austin Ballard summarized the March Financial Report. Mr. Ballard noted the Engineering Fees and the substantial differences due to an increase in costs to review development plans and the increase in plans reviewed. – See March 2022 Financial Report attached to these minutes for details.

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

Mr. Ballard discussed the March check report. The March check report totaled \$4,989,726.77 coming from eight categories; infrastructure (30%), 2019 SRF Bond Principal and Interest Payments (17%), Central Valley (17%), payroll taxes and employee benefits (11%), Jordan Valley (9%), Repairs, tools, inventory purchases (5%), Equipment purchases (3%) and other (8%). – See March 2022 Paid Invoice Report attached to these minutes for details.

**Water Maintenance Update**

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

**Meter Systems Update**

Mr. Stout discussed the meter systems update. Jason Helm commended the Meter Systems department for taking the initiative to implement innovation and water loss prevention. The Board suggested some staff recognition for their efforts on this project. – See the Meter 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.

**Infrastructure Funding Opportunities Update**

Mr. Marti presented the infrastructure funding opportunities update. – See the Infrastructure Funding Opportunities Update 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 Corrio Construction, Inc. for the 21H: Wells No. 15 & 16 Chlorinators Project**

Mr. Marti asked the Board to consider Approval of a Construction Contract with Corrio Construction, Inc. in the amount of \$664,086.88 for the 21H: Wells No. 15 & 16 Chlorinators project. Roger Nordgren made a motion to approve the contract 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 Stratton & Bratt Landscape, LLC for 21J: GHID Headquarters Landscaping Phase 2 Project**

Mr. Marti asked the Board to consider Approval of a Construction Contract to Stratton & Bratt Landscape, LLC in the amount of \$687,232.14 for the 21J: GHID Headquarters Landscaping Phase 2 project. Debra Armstrong 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

**Consider Approval of Contract Amendment to Bowen, Collins & Associates for 20A: 3100 South to 4100 South Redwood Road Sewer Project**

Mr. Marti asked the Board to consider Approval of a Contract Amendment to Bowen, Collins & Associates in the amount of \$69,800.00 for the 20A: 3100 South to 4100 South Redwood Road Sewer Project. Roger Nordgren made a motion to approve the contract as noted. Following a second from Debra Armstrong, the motion passed as follows:

Armstrong – aye                      Rushton – abstain                      Nordgren – aye

**Consider Approval of Street Dedication to West Valley City & an Easement to Salt Lake County at 4404 South 4800 West (Tank Farm) for 20D: Kent Pump Station Replacement Project**

Mr. Marti asked the Board to consider Approval of a Street Dedication to West Valley City and an Easement to Salt Lake County at 4404 South 4800 West (Tank Farm) for 20D: Kent Pump Station Replacement Project. After some discussion regarding the street dedication and easement, Roger Nordgren made a motion to approve the street dedication as noted. Following a second from Debra Armstrong, the motion passed as follows:

Armstrong – aye                      Rushton – aye                      Nordgren – aye

**Engineering Department Update**

Mr. Marti discussed the engineering department update. – See the Engineering Department Update report attached to these minutes for details.

**CLOSED SESSION**

A closed session was not needed for this meeting.

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

There were none.

**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 5:50 P.M.

Armstrong – aye

Rushton – aye

Nordgren – aye

Debra K. Armstrong, Chair

  
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Austin Ballard, Clerk

  
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