

**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, September 24, 2024, 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
Roger Nordgren	Trustee
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
Dakota Cambruzzi	Human Resource Manager
Kristy Johnson	Executive Assistant
Brent Rose	Legal Counsel – Clyde Snow & Sessions PC

Guests:

Marie Owens	AE2S
Adam Spackman	System Administrator, GHID – <i>Electronically</i>
Ian Bailey	GIS, GHID – <i>Electronically</i>
Michael Wear	Fleet Division Supervisor, GHID – <i>Electronically</i>
Darcy Brantly	Accountant, GHID – <i>Electronically</i>
Charles Casias	WWPS Division Supervisor – <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 3:00 P.M. Debra Armstrong called the meeting to order and recognized all those present. Ms. Armstrong led the group in the Pledge of Allegiance.

Public Comments

There were none.

Approval of the August 20, 2024, Board Meeting Minutes

A motion to approve the Board Meeting Minutes from August 20, 2024, was made by Wayne Watts. Following a second from Roger Nordgren, the motion passed as follows:

Armstrong – aye Nordgren – aye Watts – aye

Conflicts of interest

There were none.

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

Jason Helm presented the Jordan Valley Water Conservancy District (JVWCD) update. – See JVWCD update attached to these minutes for details.

Central Valley Water Reclamation Facility Update

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

**OUR TEAM
Review & Consider Approval for Revised Employee Handbook Chapter 5.5-5.7 Overtime/Compensatory Time**

Mr. Helm asked the Board to review and consider approval for the revised Employee Handbook Chapter 5.5-5.7, Overtime/Compensatory Time. Roger Nordgren made a motion to approve the revision as noted. Following a second from Wayne Watts, the motion passed as follows:

Armstrong – aye Nordgren – aye Watts – aye

American Water Works Association Intermountain Section 2024 Safety Award

Mr. Helm presented the American Water Works Association (AWWA) Intermountain Section (IMS) 2024 Safety Award that was awarded to the District at the recent AWWA IMS Conference.

**OUR OPERATIONS
Review & Discuss Financial Report for August 2024**

Austin Ballard summarized the August 2024 Financial Report. Mr. Ballard noted that the water impact fees have caught up to meet the projected budget and wastewater impact fees will come in at just below the projected budget. Mr. Ballard noted the savings for the “General Administrative – TNT (Truth in Taxation)” line item of \$15,000 due to the District not doing a tax rate increase. - See August 2024 Financial Report attached to these minutes for details.

Review & Discuss Paid Invoice Report for August 2024

Mr. Ballard discussed the August check report. The August check report totaled \$5,924,282.63 coming from five categories: infrastructure (36%), Jordan Valley Water (31%), Central Valley (18%), payroll taxes and employee benefits (8%), and other (7%). – See August 2024 Paid Invoice Report attached to these minutes for details.

**Review & Solicit
Feedback on 2025
Budget Parameters
Document**

Mr. Ballard presented the 2025 Budget Parameters Document to the Board to solicit feedback. Mr. Ballard noted the health insurance increase will be 4.3% instead of the projected 25% and recommended a personnel compensation increase of 5%. A brief discussion took place regarding the 2025 Budget Parameters. – See 2025 Parameters Document attached to these minutes for details.

**Administrative Services
Update**

Michelle Ketchum presented the Administrative Services Update. Ms. Ketchum noted the District’s participation in the West Valley Summer Fest and discussed the 2024 meter replumb update. – See Administrative Services Update attached to these minutes for details.

**Water Maintenance
Update**

Dustin Martindale presented the water maintenance update. – See Water Maintenance Update report attached to these minutes for details.

**Wastewater
Maintenance & Fleet
Update**

Ricky Necaise presented the wastewater maintenance and fleet report. A discussion took place regarding the inflow and infiltration plan and current regulations. – See the Wastewater Maintenance and Fleet Update report attached to these minutes for details.

**Consider Approval for
Purchase of One (1)
Ford F350, Cab &
Chassis from Ken Garff
Ford**

Mr. Necaise asked the Board to consider approval for the purchase of one (1) Ford F350, Cab and Chassis from Ken Garff Ford, in the amount of \$56,500.00. This purchase approval is to replace the previous purchase approval in the amount of \$53,003.16 that was approved in the February 2024 Board Meeting. Wayne Watts made a motion to approve the purchase as noted. Following a second from Roger Nordgren, the motion passed as follows:

Armstrong – aye Nordgren – aye Watts – aye

Water Supply Report

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

**Consider Approval of
Annual Sensus AMI
System Agreement with
Mountainland Supply
Company**

Mr. Gallegos asked the Board to consider approval of an Annual Sensus AMI system agreement with Mountainland Supply Company in the amount of \$72,735.77. Roger Nordgren made a motion to approve the agreement as noted. Following a second from Wayne Watts, the motion passed as follows:

Armstrong – aye Nordgren – aye Watts – aye

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 Construction Management Contract for Bangerter Highway at 4700 South Utility Relocation Project to Fanson Civil Engineers

Mr. Narteh asked the Board to consider approval of a Construction Management Contract for the Bangerter Highway at 4700 South Utility Relocation Project to Fanson Civil Engineer in the amount of \$59,902.00 and authorize the General Manager to execute an Outside Engineering Services Reimbursement Agreement with UDOT. 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 – aye Watts – aye

Consider Approval of Construction Contract for 24K: 6400 W 3100 S Anderson Line Repairs to Geneva Rock Products, Inc.

Dustin Martindale presented some background on the 24K: 6400 W 3100 S Anderson Line Repairs. Mr. Narteh asked the Board to consider approval of a Construction Contract for the 24K: 6400 W 3100 S Anderson Line Repairs to Geneva Rock Products, Inc. in the amount of \$410,076.00. Roger Nordgren made a motion to approve the contract as noted. Following a second from Wayne Watts, the motion passed as follows:

Armstrong – aye Nordgren – aye Watts – aye

Engineering Department Update

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

CLOSED SESSION

A closed session was not needed for this meeting.

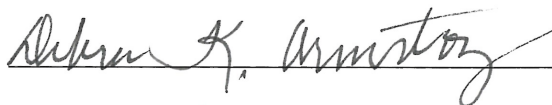
BOARD MEMBERS INPUT, REPORTS, FOLLOW-UP ITEMS OR QUESTIONS

ADJOURNED

Inasmuch as all agenda items have been satisfied, Wayne Watts made a motion to adjourn the meeting. Following a second from Roger Nordgren, the motion passed as follows and the meeting adjourned at 4:35 P.M.

Armstrong – aye Nordgren – aye Watts – aye

Debra K. Armstrong, Chair



Austin Ballard, Clerk

