

**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 21, 2025, 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 Cambuzzi	Human Resource Manager
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>
Darcy Brantly	Accountant, GHID – <i>Electronically</i>
Zak Bedard	Program Manager, GHID – <i>Electronically</i>
Michael Wear	Fleet Division Supervisor, GHID - <i>Electronically</i>
Kirk Ehlke	AE2S Representative

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

There were none.

Election of District Officers for 2025

District Officers shall remain the same with Debra Armstrong as Board Chair, Jason Helm as District Treasurer and Austin Ballard as District Clerk. Roger Nordgren made a motion to approve the District Officers as constituted by acclimation for 2025. Following a second from Wayne Watts, the motion passed as follows;

Armstrong – aye Nordgren – aye Watts – 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. Wayne Watts made a motion to approve the representative as constituted for 2025. Following a second from Roger Nordgren, the motion passed as follows:

Armstrong – aye Nordgren – aye Watts – aye

Approval of the December 17, 2024, Board Meeting Minutes

A motion to approve the Board Meeting Minutes and Public Hearing Minutes from December 17, 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
Consider Approval of Resolution 01.21.25.01 Recognizing Granger-Hunter Improvement District's 75th Anniversary**

Todd Marti asked the Board to consider approval of Resolution 01.21.25.01 recognizing Granger-Hunter Improvement District's 75th Anniversary. Roger Nordgren made a motion to approve the resolution as noted. Following a second from Wayne Watts, the motion passed as follows:

Armstrong – aye Nordgren – aye Watts – aye

Jordan Valley Water Conservancy District Update

Jason 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.

OUR TEAM

**Water Loss Task Force
2024 Performance
Update**

Troy Stout presented the Water Loss Task Force 2024 performance update. Mr. Stout noted the cumulative savings from 2020-2024, with the loss of 11.8% in 2020 decreasing to 3.2% in 2024. The estimated savings from the reduction in water loss is estimated to be \$1,561,397. Some key success factors include: meter replacements program, annual leak detection projects, hydrant management, break and leak systems management, operations system management and AWWA Water Audit Program – AWWA M36 manual. – See Water Loss Task Force 2024 Performance Update attached to these minutes for details.

OUR OPERATIONS

**Review & Discuss
Financial Report for
December 2024**

Austin Ballard summarized the December 2024 and preliminary year-end Financial Report. - See December 2024 Financial Report attached to these minutes for details.

**Review & Discuss Paid
Invoice Report for
December 2024**

Mr. Ballard discussed the December check report. The November check report totaled \$4,307,912.87 coming from five categories: infrastructure (37%), Central Valley (29%), Jordan Valley Water (13%), payroll taxes and employee benefits (13%), and other (8%). – See December 2024 Paid Invoice Report attached to these minutes for details.

**Administrative Services
Update**

Michelle Ketchum presented the Administrative Services Update. Ms. Ketchum noted the new meter replacement goal accomplishment for 2024. – See Administrative Services Update attached to these minutes for details.

**Consider Approval for
Purchase of Meters and
Meter Supplies from
MountainLand Supply**

Ms. Ketchum asked the Board to consider approval for the purchase of meters and meter supplies in the amount of \$359,522.45. 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 Maintenance
Update**

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

**Consider Approval of
Contract with
Consulting Engineering,
Inc. for 2025 Leak
Detection Services**

Mr. Martindale asked the Board to consider approval of a contract with Consulting Engineering, Inc. for 2025 leak detection services in the amount of \$79,530.00. 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

**Wastewater
Maintenance & Fleet
Update**

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

Consider Approval of Purchase of Ram 5500 Cab and Chassis from Ken Garff CJDR West Valley and Consider Approval of Utility Crane Body from Mountain Land Upfitters

Mr. Necaise asked the Board to consider approval of the purchase of a Ram 5500 Cab and Chassis from Ken Garff CJDR West Valley in the amount of \$68,000.00. With that, consider approval of a utility crane body from Mountain Land Upfitters in the amount of \$100,135.09. (Truck and Crane body total - \$168,135.09). 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

Consider Approval for Purchase of International MV607 Water Truck from Rush Truck Centers

Mr. Necaise asked the Board to consider approval for the purchase of an International MV607 water truck from Rush Truck Centers in the amount of \$116,271.15. Roger Nordgren made a motion to approve the purchase as noted. Following a second from Wayne Watts, the motion passed as follows:

Armstrong – aye Nordgren – aye Watts – aye

Consider Approval for Purchase of Freightliner Cab and Chassis from Premier Truck Group and Consider Approval of Dump Body from Williamsen-Godwin

Mr. Necaise asked the Board to consider approval for the purchase of a Freightliner Cab and Chassis from Premier Truck Group in the amount of \$139,861.00. With that, consider approval of a dump body from Williamsen-Godwin in the amount of \$45,155.00. (Dump Truck and Dump bed total - \$185,016.00). 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

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

Consider Approval of Contract Amendment to APCO, Inc. for 21F: SCADA Upgrades Project

Mr. Gallegos asked the Board to consider approval of a Contract Amendment to APCO, Inc. for the 21F: SCADA Upgrades project in the amount of \$250,000.00. Roger Nordgren made a motion to approve the amendment 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.

Engineering Department Update

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

CLOSED SESSION

At 4:35 P.M., Wayne Watts made a motion to enter into a closed session to discuss the character, professional competence, or physical or mental health of an individual. Following a second from Roger Nordgren, the motion passed as follows;

Armstrong – aye Nordgren – aye Watts – aye

All Trustees and Jason Helm, General Manager were present to discuss the character, professional competence, or physical or mental health of individual closed session.

At 5:56 P.M., Wayne Watts made a motion to end the closed session and enter back into an open session. Following a second from Roger Nordgren, the motion passed as follows;

Armstrong – aye Nordgren – aye Watts – aye

**Consider Approval of
Compensation for
General Manager
(Schedule A)**

Debra Armstrong asked the Board to consider approval of Compensation for the General Manager. Debra Armstrong made a motion to approve Schedule A compensation for the General Manager effective January 1, 2025. Following a second from Roger Nordgren, the motion passed as follows:

Armstrong – aye Nordgren – aye Watts – aye

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

There were none.

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 6:00 P.M.

Armstrong – aye Nordgren – aye Watts – aye

Debra K. Armstrong, Chair

Austin Ballard, Clerk
