

**MINUTES OF THE
GRANGER-HUNTER IMPROVEMENT DISTRICT
BOARD MEETING**

The Meeting of the Board of Trustees and a Public Hearing of the Granger-Hunter Improvement District (GHID) was held Tuesday, June 20, 2023, 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
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 Ncaise	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>
Moriah Gamache	Engineer, GHID – <i>Electronically</i>
Brooke Petersen	Administrative Assistant, GHID – <i>Electronically</i>
Teresa Higgs	Customer Service, 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.

**Consider Approval of
Principal Forgiveness
Agreement with State of
Utah Division of
Drinking Water for
Lead & Service Line
Inventory**

Mr. Ballard asked the Board to consider approval Principal Forgiveness Agreement with State of Utah Division of Drinking Water for Lead and Service Line Inventory. Corey Rushton made a motion to approve the agreement as noted. Following a second from Debra Armstrong, the motion passed as follows:

Armstrong – aye Rushton – aye Nordgren – aye

**Consider Adoption of
RESOLUTION
6-20-23.1 REPLACING
THE PUBLIC ENTITY
RESOLUTION FOR
AUTHORIZED
SIGNERS on Granger-
Hunter Improvement
District Zion Bank
Operating & Sweep
Accounts**

Mr. Ballard asked the Board to consider adoption of RESOLUTION 6-20-23.1 REPLACING THE PUBLIC ENTITY RESOLUTION FOR AUTHORIZED SIGNERS on the Granger-Hunter Improvement District Zions Bank operating and sweep accounts. Roger Nordgren made a motion to approve the resolution as noted. Following a second from Debra Armstrong, the motion passed as follows:

Armstrong – aye Rushton – aye Nordgren – aye

**Consider Approval of
RESOLUTION
6-20-23.2 ADOPTING
CERTIFIED TAX
RATE FOR TAX YEAR
2023**

Mr. Ballard asked the Board to consider adoption of RESOLUTION 6-20-23.2 ADOPTING CERTIFIED TAX RATE FOR TAX YEAR 2023. Roger Nordgren made a motion to approve the resolution as noted. Following a second from Debra Armstrong, the motion passed as follows:

Armstrong – aye Rushton – aye Nordgren – aye

**2024 Property Tax
Calculation &
Discussion**

Mr. Ballard presented the 2022 year-end property tax analysis. Following a brief discussion, the Board stated the intent to raise property taxes in 2024 with a dollar amount increase of \$758,000 to pay for an increase in bonding in 2023 with an approximate rate increase of 13.6%. Roger Nordgren made a motion to approve the increase as noted. Following a second from Debra Armstrong, the motion passed as follows:

Armstrong – aye Rushton – aye Nordgren – aye

**Review & Discuss
Financial Report for
May 2023**

Mr. Ballard summarized the May 2023 Financial Report. Mr. Ballard noted that water sales are below what was expected for the budget and he will be watching the sales moving forward. – See May 2023 Financial Report attached to these minutes for details.

**Review & Discuss Paid
Invoice Report for
May 2023**

Mr. Ballard discussed the May check report. The May check report totaled \$4,642,351.12 coming from five categories: infrastructure (46%), Central Valley (21%), Jordan Valley Water (12%), payroll taxes and employee benefits (11%), and other (10%). – See May 2023 Paid Invoice Report attached to these minutes for details.

Administrative Services Update

Michelle Ketchum presented the Administrative Services Update. The Board recommended that the District standardize its sewer averaging process to better account for the sewer averaging adjustments caused by leaks and/or higher than normal customer water use in the winter time. – See Administrative Services Update attached to these minutes for details.

Water Maintenance Update

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

Wastewater Maintenance & Fleet Update

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

Capital Projects Update

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

Consider Approval of Contract Amendment to Bowen Collins & Associates for 20E: Pioneer WWPS Project

Mr. Marti asked the Board to consider approval of a contract amendment to Bowen Collins & Associates for the 20E: Pioneer WWPS Project in the amount of \$63,986.00. 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

Engineering Department Update

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

CLOSED SESSION

At 4:03 P.M., Roger Nordgren made a motion to enter into a closed session to discuss the sale of real property, including any form of water right or water shares and to discuss the deployment of security personnel, devices or systems. Following a second from Debra Armstrong, the motion passed as follows:

Armstrong – aye Rushton – aye Nordgren – aye

All Trustees; Jason Helm, General Manager; Todd Marti, Assistant General Manager; Troy Stout, Assistant General Manager; Brent Rose, District legal counsel; Justin Gallegos, Director of IT; Austin Ballard, Controller; Victor Narteh, Director of Engineering; Dustin Martindale, Director of Water Systems; and Kristy Johnson, Executive Assistant, were present during closed session.

At 5:42 P.M., Debra Armstrong 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 Rushton – aye Nordgren – aye

PROPERTY UPDATE

Consider Approval of Sale of Portion of the Parcel at 1311 W 3300 S to Dominion Energy

Mr. Marti asked the Board to consider approval of sale of a portion of the parcel 1311 W 3300 S to Dominion Energy for \$40,000.00. Corey Rushton made a motion to postpone the sale of parcel 1311 W 3300 S indefinitely. Following a second from Debra Armstrong, the motion passed as follows:

Armstrong – aye

Rushton – aye

Nordgren – aye

BOARD MEMBERS

INPUT, REPORTS,

FOLLOW-UP ITEMS

OR QUESTIONS

The Board and staff discussed the possibility of a July Board meeting or cancelling the scheduled meeting. If the meeting is cancelled, it will be posted on the Public Notice Website and on the District’s website.

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 5:45 P.M.

Armstrong – aye

Rushton – aye

Nordgren – aye

Debra K. Armstrong, Chair



Austin Ballard, Clerk


