

**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, November 12, 2024, at 5:00 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:**

Monica Hoyt	Carollo
Linda Hansen	Ensign Eng & Land Surveying
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>

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 5:00 P.M. Debra Armstrong called the meeting to order and recognized all those present.

**Public Comments**

There were none.

**Approval of the  
October 15, 2024, Board  
Meeting Minutes**

A motion to approve the Board Meeting Minutes from October 15, 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. Mr. Helm noted the scheduled November 13, 2024, JVWCD Public Hearing to discuss the division boundaries proposal. – See JVWCD update attached to these minutes for details.

**Fluoride Update**

Mr. Helm presented the Fluoride update and discussed some of the responses from different regulatory agencies. – See Fluoride update attached to these minutes for details.

**Review October 9, 2024,  
Environmental  
Protection Agency Risk  
& Resilience Assessment  
and Emergency  
Response Plan  
Inspection**

Troy Stout reviewed the October 9, 2024, Environmental Protection Agency Risk and Resilience Assessment and Emergency Response Plan inspection. – See EPA Risk and Resilience Assessment (RRA) and Emergency Response Plan (ERP) Inspection report attached to these minutes for details.

**Update on Lead &  
Copper Rule Progress**

Mr. Stout presented an update on Lead and Copper Rule progress. Mr. Stout noted the completion of the inventory submission prior to the October 16, 2024, deadline and discussed the progress of the customer notifications that will be due November 16, 2024. – See EPA Lead & Copper update attached to these minutes for details.

**OUR TEAM  
Review 2025 Board  
Meeting Schedule  
Calendar**

Jason Helm presented the 2025 Board Meeting Schedule Calendar for the Board to review. Mr. Helm noted the need to adopt the schedule in December. – See 2025 Board Meeting Schedule attached to these minutes for details.

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

Austin Ballard summarized the October 2024 Financial Report. Mr. Ballard noted that revenues are tracking close to budget and the majority of expenditures are below budget. - See October 2024 Financial Report attached to these minutes for details.

<b>Review &amp; Discuss Paid Invoice Report for October 2024</b>	Mr. Ballard discussed the October check report. The October check report totaled \$6,072,474.80 coming from five categories: infrastructure (31%), Jordan Valley Water (27%), Central Valley (17%), payroll taxes and employee benefits (9%), and other (16%). – See October 2024 Paid Invoice Report attached to these minutes for details.
<b>Administrative Services Update</b>	Michelle Ketchum presented the Administrative Services Update. Ms. Ketchum noted the success of the GHID Truck or Treat event and the overwhelming community participation in the event. – See Administrative Services Update attached to these minutes for details.
<b>Consider Approval for Purchase of 3/4” iperl Meters from MountainLand Supply</b>	Ms. Ketchum asked the Board to consider approval for the purchase of ¾” iperl meters in the amount of \$212,000.00 from MountainLand Supply. Wayne Watts made a motion to approve the purchase as noted. Following a second from Roger Nordgren, the motion passed as follows:  <div style="display: flex; justify-content: space-around;"> <span>Armstrong – aye</span> <span>Nordgren – aye</span> <span>Watts – aye</span> </div>
<b>Consider Approval to Sign Contract with Chase Paymentech (State Contract PD1895) to Activate New Merchant Account</b>	Ms. Ketchum asked the Board to consider approval to sign a contract with Chase Paymentech (State Contract PD1895) to activate a new merchant account. Roger Nordgren made a motion to approve the contract as noted. Following a second from Wayne Watts, the motion passed as follows:  <div style="display: flex; justify-content: space-around;"> <span>Armstrong – aye</span> <span>Nordgren – aye</span> <span>Watts – aye</span> </div>
<b>Consider Approval to Sign Contract with Xpress Bill Pay for Online Payment Processing</b>	Ms. Ketchum asked the Board to consider approval to sign a contract with Xpress Bill Pay for online payment processing. Roger Nordgren made a motion to approve the contract as noted. Following a second from Wayne Watts, the motion passed as follows:  <div style="display: flex; justify-content: space-around;"> <span>Armstrong – aye</span> <span>Nordgren – aye</span> <span>Watts – aye</span> </div>
<b>Water Maintenance Update</b>	Dustin Martindale presented the water maintenance update. Mr. Martindale noted the decrease in water quality customer complaints. – See Water Maintenance Update report attached to these minutes for details.
<b>Wastewater Maintenance &amp; Fleet Update</b>	Ricky Necaise presented the wastewater maintenance and fleet report. – See the Wastewater Maintenance and Fleet Update report attached to these minutes for details.
<b>Water Supply Report</b>	Todd Marti and Justin Gallegos presented the water supply and sewer report. – See Water Supply Report attached to these minutes for details.
<b>Capital Projects Update</b>	Mr. Marti and Victor Narteh presented the Capital Projects update. – See Capital Projects Update attached to these minutes for details.

**Consider Approval of Change Order for 20D: Kent Booster Pump Station Project to VanCon, Inc.**

Mr. Narteh asked the Board to consider approval of a change order for the 20D: Kent Booster Pump Station Project to VanCon, Inc. in the amount of \$86,790.00. Wayne Watts made a motion to approve the change order 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 24P: 2200 West PRV Replumb Project to Corrio Construction, Inc.**

Mr. Marti asked the Board to consider approval of a construction contract for the 24P: 2200 West PRV Replumb Project to Corrio Construction, Inc. in the amount of \$213,381.85. Roger Nordgren made a motion to approve the construction contract as noted. Following a second from Wayne Watts, the motion passed as follows:

Armstrong – aye                      Nordgren – aye                      Watts – aye

**Consider Approval of Cost-Sharing Agreement with Jordan Valley Water Conservancy District for 24P: 2200 West PRV Replumb Project**

Mr. Narteh asked the Board to consider approval of a cost-sharing agreement with Jordan Valley Water Conservancy District for the 24P: 2200 West PRV Replumb Project and authorize the General Manager to revise and execute the agreement, subject to legal counsel final review and approval. 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

**Engineering Department Update**

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

*The Board Meeting was paused at 5:55 P.M. for the scheduled Public Hearing.*

At 6:14 P.M. Debra Armstrong made a motion to reopen the Board Meeting. Following a second from Roger Nordgren, the motion passed as follows;

Armstrong – aye                      Nordgren – aye                      Watts – aye

**CLOSED SESSION**

At 6:14 P.M., Wayne Watts made a motion to enter into a closed session to discuss pending or reasonably imminent litigation. Following a second from Roger Nordgren, the motion passed as follows;

Armstrong – aye                      Nordgren – aye                      Watts – aye

All Trustees; Jason Helm, General Manager; 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 and Brent Rose, Legal Counsel – Clyde Snow & Sessions PC were present during the closed session.

At 6:33 P.M., Roger Nordgren made a motion to end the closed session and enter back into an open session. Following a second from Wayne Watts, the motion passed as follows;

Armstrong – aye

Nordgren – aye

Watts – aye

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

Austin Ballard noted the additional handout of a Balance Sheet that was provided to the Board and will be added into the Board packet for the public to access.

**ADJOURNED**

Inasmuch as all agenda items have been satisfied, Debra Armstrong made a motion to adjourn the meeting. Following a second from Roger Nordgren, the motion passed as follows and the meeting adjourned at 6:35 P.M.

Armstrong – aye


Nordgren – aye

Watts – aye

Debra K. Armstrong, Chair

  
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Austin Ballard, Clerk

  
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