

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, March 16, 2021, 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 (electronically):

Debra Armstrong	Chair
Corey Rushton	Trustee
Russell Sanderson	Trustee

Staff Members Present (electronically):

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
Dakota Cambuzzi	Human Resource Manager
Kristy Johnson	Executive Assistant
Brent Rose	Legal Counsel – Clyde Snow & Sessions PC

Guests (electronically):

Adam Spackman	System Administrator, GHID
Ian Bailey	GIS Specialist/IT Specialist, GHID
Idanely Orosco	Customer Service Representative, GHID
Debra Harvey	Customer Service Representative, GHID
Taylor Gomm	Customer Service Representative, GHID
Brooke Petersen	Customer Service Representative, GHID
Darcy Brantly	Accountant, GHID
Jeremy Gregory	Staff Engineer, GHID
Roger Nordgren	Former GHID Board Member/West Valley City Resident
Aaron Kraft	Community Member
Darrell Casteel	AE2S
Linda Cook	Jordan Valley Water Conservancy District

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.

**Approval of the
February 16, 2021
Board Meeting Minutes**

A motion to approve the Board Meeting Minutes from February 16, 2021, was made by Russell Sanderson, followed by a second from Debra Armstrong.

The motion passed as follows;

Armstrong – aye Rushton – aye Sanderson – aye

Conflicts of interest

There were none.

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

Jason Helm reviewed the Jordan Valley Water Conservancy District (JVWCD) Board update. Mr. Helm noted the lower than average numbers, due to well usage within the District. - See Jordan Valley Water Conservancy District Report attached to these minutes for details.

**Central Valley Water
Reclamation Facility
Review**

Mr. Helm reviewed the Central Valley Water Reclamation Facility (CVWRF) Board update. - See Central Valley Water Conservancy District Report attached to these minutes for details.

Legislative Update

Mr. Helm presented the Legislative Update and discussed a few of the House Bills that pertain to District. – See Legislative Update Report attached to these minutes for details.

**Consider Joint
Resolution No. 3-16-21.1
with Taylorsville-
Bennion Improvement
District**

Mr. Helm asked the Board to consider adopting the Joint Resolution No. 3-16-21.1 with Taylorsville-Bennion Improvement District declaring an intent to adjust common boundary. If adopted, a Public Hearing on the proposed boundary adjustment would be held at 3 p.m. on May 18, 2021. Corey Rushton noted the importance of notifying the residents affected by the boundary adjustment, regarding any changes in other applicable entities. Mr. Rushton made a motion to adopt the resolution as noted. Following a second from Russell Sanderson, the motion passed as follows:

Armstrong – aye Rushton – aye Sanderson – aye

**OUR TEAM
Lobby Re-Open Plan**

Mr. Helm presented a lobby re-open plan for the Trustees to consider. A discussion took place regarding the options currently available to the public and it was decided that the lobby continue to stay closed for now. Mr. Helm noted that any changes to re-open the lobby to the public, would be discussed with the Board.

**OUR OPERATIONS
Review & Discuss
Financial Report for
February 2021**

Austin Ballard summarized the February 2021 Financial Report and noted the adjustments made, due to comments from the Board, to have balances reflect real business through February 28, 2021. Mr. Ballard explained that impact fees revenue are higher than normal for this time of year, due to some larger businesses completing connections to the District’s system.

Review & Discuss Paid Invoice Report for February 2021

Mr. Ballard discussed the February check report. Debra Armstrong mentioned the possibility for more discretion on the check registry in order to protect the privacy of employees when making 401K loan payments. The February check report totaled \$3,148,532.31 coming from six categories; Central Valley (28%), infrastructure (18%), taxes, payroll and benefits (10%), Jordan Valley (13%), 2019 SRF princ/Int Loan/Bond Payment (18%), and other (8%).

Consider Approval of Interlocal Cooperation Agreement with Salt Lake County Clerk Elections Division for Election Services

Mr. Ballard asked the Board to consider approval of Interlocal Cooperation Agreement with Salt Lake County Clerk Elections Division for election services not to exceed estimate of \$66,907.00. A discussion took place regarding election turnout. Mr. Ballard will check with the Salt Lake County Clerk Elections Division regarding election participation locations. 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 Sanderson – aye

Consider Adoption of Resolution No. 3-16-21.2

Mr. Ballard asked the Board to consider adoption of Resolution 3-16-21.2 REPLACING THE PUBLIC ENTITY RESOLUTION FOR AUTHORIZED SIGNERS on the Granger-Hunter Improvement District Zions Bank operating and sweep accounts. This Resolution would remove Kim Coleman and authorize the addition of Austin Ballard as a signer on the District’s Zion’s Bank operating and sweep accounts. Russell Sanderson made a motion to adopt the resolution as noted. Following a second from Corey Rushton, the motion passed as follows:

Armstrong – aye Rushton – aye Sanderson – aye

Water Maintenance Update

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

Wastewater Maintenance Update

Mr. Stout presented the wastewater maintenance report. – See Wastewater Maintenance Report attached to these minutes for details.

Consider Adoption of the Municipal Wastewater Planning Program Report

Mr. Stout asked the Board to consider adoption of the Municipal Wastewater Planning Program (MWPP) Report for the year ending 2020 that will be submitted to the State of Utah Department of Environmental Quality, Water Quality Division. Debra Armstrong made a motion to approve the agreement as noted. Following a second from Russell Sanderson, the motion passed as follows:

Armstrong – aye Rushton – aye Sanderson – aye

Water Supply Review

Todd Marti presented the water supply report. -See Water Supply Report attached to these minutes for details.

Consider Approval of Contract Amendment #1 with EDA, Inc. for 20G: Building B Renovation/Expansion Project

Mr. Marti asked the Board to consider approval of Amendment #1 with EDA, Inc. for the 20G: Building B Renovation/Expansion Project in the amount of \$95,706.00. Russell Sanderson made a motion to approve the contract as noted. Following a second from Corey Rushton, the motion passed as follows:

Armstrong – aye Rushton – aye Sanderson – aye

Consider Approval of a Contract with APCO, Inc. for SCADA Programming Services for 21F: SCADA Modernization Project

Mr. Marti asked the Board to consider approval of a Contract with APCO, Inc. for SCADA Programming Services in the amount of \$180,000.00 for the 21F: SCADA Modernization Project. Corey Rushton made a motion to approve the contract as noted. Following a second from Russell Sanderson, the motion passed as follows:

Armstrong – aye Rushton – aye Sanderson – aye

Consider Approval of a Construction Contract with Cliff Johnson Excavating for 20K: 4700 South Waterline Replacement – 5600 West Intersection

Mr. Marti asked the Board to consider approval of a Construction Contract with Cliff Johnson Excavating in the amount of \$312,200.00 for the 20K: 4700 South Waterline Replacement – 5600 West Intersection. Debra Armstrong made a motion to approve the contract as noted. Following a second from Corey Rushton, the motion passed as follows:

Armstrong – aye Rushton – aye Sanderson – aye

Consider Approval of a Construction Contract with Nickerson Company, Inc. for the 21B: Lower Well No. 17 Pump Intake Project

Mr. Marti asked the Board to consider approval of a Construction Contract with Nickerson Company, Inc., in the amount of \$93,162.00 for the 21B: Lower Well No. 17 Pump Intake Project. Corey Rushton made a motion to approve the contract as noted. Following a second from Debra Armstrong, the motion passed as follows:

Armstrong – aye Rushton – aye Sanderson – aye

Consider Approval to Permit Private Water and Sewer Laterals

Mr. Marti asked the Board to consider approval to permit private water and sewer laterals to be constructed in private easements subject to a signed and recorded agreement. Such agreements would be recorded with the Salt Lake County Recorder’s Office with affected property titles. Corey Rushton recommended an update to the District Policy for future private water and sewer lateral projects. Brent Rose and District staff will draft a written policy to present to the Board for approval. Mr. Rushton made a motion to approve an agreement for private water and sewer laterals at the specific commercial parcel on 5600 West – Buffalo Wild Wings. Following a second from Debra Armstrong, the motion passed as follows:

Armstrong – aye Rushton – aye Sanderson – aye

Capital Projects & Engineering Update

Mr. Marti presented the capital projects and engineering reports. Mr. Marti discussed the Master Plan Update, Rate Study & Impact Fee Analysis Update and summarized wastewater billing options. – See Capital Projects and Engineering Reports attached to these minutes for details.

CLOSED SESSION

At 4:51 P.M., Corey Rushton made a motion to enter into a closed session to discuss the sale of real property. The Board members remained present during the closed session along with Jason Helm, Todd Marti, Troy Stout and Brent Rose. Following a second from Russell Sanderson, the motion passed as follows;

Armstrong – aye Rushton – aye Sanderson – aye

At 5:48 P.M., Debra Armstrong made a motion to end the closed session and enter back into an open session. Following a second from Russell Sanderson, the motion passed as follows;

Armstrong – aye

Rushton – aye

Sanderson – aye

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

Russell Sanderson gave notice of his resignation effective when the new board member is selected. There was some discussion on the replacement selection process including; posting notices, and inclusion requests for applications.

ADJOURNED

Inasmuch as all agenda items have been satisfied, Debra Armstrong made a motion to adjourn the meeting. Following a second from Russell Sanderson, the motion passed as follows and the meeting adjourned at 5:56 P.M.

Armstrong – aye

Rushton – aye

Sanderson – aye

Debra K. Armstrong, Chair



Austin Ballard, Clerk


