

**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, May 16, 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 Necaize	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:

Adam Spackman	System Administrator, GHID - <i>Electronically</i>
Darcy Brantly	Accountant, GHID - <i>Electronically</i>
Ian Bailey	GIS, GHID – <i>Electronically</i>
Moriah Gamache	Engineer, GHID – <i>Electronically</i>
Michael Wear	Fleet Division Supervisor, GHID – <i>Electronically</i>
Linda Waters	Safety Coordinator, GHID – <i>Electronically</i>
Brooke Petersen	Administrative Assistant, GHID – <i>Electronically</i>
Doug Bradfield	Engineering Division Supervisor, GHID – <i>Electronically</i>
Damien Blevins	Design, GHID – <i>Electronically</i>
Taylor Gomm	Customer Service, GHID – <i>Electronically</i>
Teresa Higgs	Customer Service, GHID – <i>Electronically</i>
Idanely Avalos	GHID Resident – <i>Electronically</i>
Justin Brewer	Member of the Public – <i>Electronically</i>
Steven Rowley	Keddington & Christensen, LLC – <i>left after presentation</i>
Japheth McGee	Zions Public Finance – <i>left after public hearing</i>
Jonathan Ward	Zions Public Finance – <i>left after public hearing</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.

Public Comments

There were none.

**Approval of the
April 18, 2023
Board Meeting Minutes**

A motion to approve the Board Meeting Minutes from April 18, 2023, was made by Roger Nordgren. Followed a second from Debra Armstrong, the motion passed as follows:

Armstrong – aye Rushton – aye Nordgren – aye

Conflicts of interest

There were none.

**OUR OPERATIONS
Consider Acceptance of
2022 Audit &
Supplementary Reports**

Steven Rowley of Keddington & Christensen, LLC, presented the 2022 audit report to the Board. Mr. Rowley highlighted the findings which included the following: the financial statements for the year ended December 31, 2022 present fairly, in all material respects, the financial position of Granger-Hunter Improvement District and the respective change in financial position, and cash flows for the year that ended in accordance with accounting principles generally accepted in the United State of America. A brief discussion took place regarding the District's signers for Zion's Bank. Todd Marti and Troy Stout will be added as signers and Austin Ballard will be removed as a systems control. The minutes from the first Audit Committee were presented. Corey Rushton made a motion to accept the 2022 audit and supplementary reports as noted. Following a second from Debra Armstrong, the motion passed as follows;

Armstrong - aye Rushton - aye. Nordgren - aye

PUBLIC HEARING

At 3:29 P.M., Debra Armstrong opened the Public Hearing to allow public input regarding the issuance and sale of not more than \$30,000,000 aggregate principal amount of water and sewer revenue bonds, series 2023B; and related matters.

At 3:32 P.M., Roger Nordgren made a motion to enter into a public comment session, followed by a second from Corey Rushton.

The motion passed as follows;

Armstrong – aye Rushton – aye Nordgren – aye

There were no public comments.

At 3:37 P.M., Roger Nordgren made a motion to close the public comment session, followed by a second from Corey Rushton.

The motion passed as follows;

Armstrong – aye Rushton – aye Nordgren – aye

Austin Ballard noted that the District has received a 4.09% interest rate on the water and sewer revenue bonds with a closing date of May 30, 2023.

At 3:39 P.M., Corey Rushton made a motion to close the Public Hearing, followed by a second from Roger Nordgren.

The motion passed as follows;

Armstrong – aye Rushton – aye Nordgren – aye

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

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

**Consider Establishing
Water Supply
Availability Level**

Mr. Helm discussed the water supply availability levels and asked the Board for input on establishing a level for the District. A discussion took place regarding water conservation and public messaging. The staff and Board will visit this topic throughout the summer as water levels are reported. – See Water Supply Availability attached to these minutes for details.

**Central Valley Water
Reclamation Facility
Review**

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

**Spring 2023 Customer
Bill Insert**

Mr. Helm presented the Spring 2023 Customer Bill insert. – See Spring 2023 Customer Bill Insert attached to these minutes for details.

OUR TEAM

**OUR OPERATIONS
Review & Discuss
Financial Report for
Year-End 2022 & April
2023**

Austin Ballard summarized the year-end 2022 and the April 2023 Financial Reports. Mr. Ballard noted the efficient 2022 cost savings which the District will be able to apply to future capital projects. – See April 2023 Financial Report attached to these minutes for details.

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

Mr. Ballard discussed the April check report. The April check report totaled \$3,620,019.59 coming from five categories: Central Valley (34%), infrastructure (29%), Jordan Valley Water (14%), payroll taxes and employee benefits (10%), and other (13%). – See April 2023 Paid Invoice Report attached to these minutes for details.

Administrative Services Update

Michelle Ketchum presented the Administrative Services Update. – See Administrative Services Update attached to these minutes for details.

Spring Runoff 2023 Update & Review of Standard Mitigation Efforts

Troy Stout presented the Spring Runoff 2023 update and reviewed the standard mitigation efforts. Mr. Stout discussed the Jordan River flows and capacities and noted the impact on the District’s service area. – See Spring Runoff 2023 Update and Review of Standard Mitigation Efforts attached to these minutes for details.

Consider Approval of Purchase of Valve Maintenance Machine from Intermountain Sales, Inc. to Support the District’s Valve & Fire Hydrant Maintenance Programs

Mr. Stout asked the Board to consider approval of purchase of a valve maintenance machine for a total of \$104,911.99 from Intermountain Sales, Inc. to support the District’s valve and fire hydrant maintenance programs. Roger Nordgren made a motion to approve the purchase as noted. Following a second from Debra Armstrong, the motion passed as follows:

Armstrong – aye Rushton – aye Nordgren – aye

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.

Operations Update

Todd Marti presented the operations update review report. – See Operations Update report attached to these minutes for more details.

Consider Approval of Landscaping Contract with Lawn Butler

Mr. Marti asked the Board to consider approval of a landscaping contract with Lawn Butler in the amount of \$55,797.00. A discussion took place regarding the current contract. Direction was given to staff to calculate unit pricing to make sure Lawn Butler is still the low bid. 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 Nordgren – aye

Capital Projects Update

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

Consider Approval of Contract for Supplementary Inspection Services on 20A & I: Redwood Road Project to Consor Engineering

Mr. Marti asked the Board to consider approval of contract for supplementary inspection services on the 20A & I: Redwood Road Project to Consor Engineering for \$88,440.00. Corey Rushton made a motion to approve the contract as noted. Following a second from Roger Nordgren, 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 5:30 P.M., Corey Rushton made a motion to enter into a closed session to discuss pending or reasonable imminent litigation. Following a second from Roger Nordgren, 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; and Ricky Necaie, Director of Wastewater Systems, were present during closed session.

At 6:02 P.M., Roger Nordgren made a motion to end the closed session and enter back into an open session. 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**

Austin Ballard reminded the Trustees that Declarations of Candidacy for the 2023 elections will be open for candidates June 1, 2023 – June 7, 2023. Write-in candidates have until September 5, 2023.

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 6:05 P.M.

Armstrong – aye Rushton – aye Nordgren – aye

Debra K. Armstrong, Chair



Austin Ballard, Clerk


