

**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, May 21, 2024, 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 - <i>Excused</i>
Ricky Necaie	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 – <i>left at 4:48 p.m.</i>

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	Engineering Project Manager, GHID – <i>Electronically</i>
Steve Starr	Water Systems Division Manager, GHID – <i>Electronically</i>
Marie Owens	AE2S

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 3:03 P.M. Debra Armstrong called the meeting to order and recognized all those present. Jason Helm shared an opening thought.

Public Comments

There were none.

**Approval of the
April 16, 2024
Open Meetings Training
Meeting Minutes and
Board Meeting Minutes**

A motion to approve the Board Meeting Minutes from April 16, 2024, was made by Wayne Watts. Following a second from Roger Nordgren, the motion passed as follows:

Armstrong – aye Nordgren – aye Watts – aye

A motion to approve the Open Meetings Training Meeting Minutes from April 16, 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
Review**

Mr. Helm presented the Jordan Valley Water Conservancy District (JVWCD) review. – See JVWCD Review 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.

**OUR TEAM
Review & Consider
Approval of Revised
Employee Handbook
(Personnel Policy)
Chapter Two –
Employment**

Mr. Helm presented the revised Employee Handbook (Personnel Policy) Chapter Two – Employment for review and approval. Wayne Watts made a motion to approve the revision as noted. Following a second from Roger Nordgren, the motion passed as follows:

Armstrong – aye Nordgren – aye Watts – aye

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

Austin Ballard summarized the April 2024 Financial Report. - See April 2024 Financial Report attached to these minutes for details.

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

Mr. Ballard discussed the April check report. The April check report totaled \$4,922,668.31 coming from six categories: infrastructure (35%), Central Valley (27%), Dump Trucks, CCTV Jetter, Camera Sys (17%), Jordan Valley Water (7%), payroll taxes and employee benefits (5%), and other (9%). – See April 2024 Paid Invoice Report attached to these minutes for details.

Consider Approval of District's Worker's Compensation Insurance Policy to Utah Local Governments Trust

Troy Stout asked the Board to consider approval of the District's Worker's Compensation Insurance Policy to the Utah Local Governments Trust in the amount \$52,603.48. Roger Nordgren made a motion to approve the policy as noted. Following a second from Wayne Watts, the motion passed as follows:

Armstrong – aye Nordgren – aye Watts – aye

Administrative Services Update

Michelle Ketchum presented the Administrative Services Update. Ms. Ketchum discussed the District's participation in West Valley City's SpringFest and the current grass seed program. – See Administrative Services Update attached to these minutes for details.

Water Maintenance Update

Troy Stout presented the water maintenance update. A brief discussion took place regarding the lead and copper identification program. – See Water Maintenance Update report attached to these minutes for details.

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 to Surplus District Fleet Unit #20, a 2013 Mack GU 800 Series Dump Truck

Mr. Necaise asked the Board to consider approval to surplus District fleet unit #20, a 2013 Mack GU 800 series dump truck. Wayne Watts made a motion to approve the surplus as noted. Following a second from Roger Nordgren, the motion passed as follows:

Armstrong – aye Nordgren – aye Watts – aye

Water Supply Report

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

Capital Projects Update

Mr. Marti and Victor Narteh presented the Capital Projects update. Mr. Marti noted that Well No. 18 will be named the Wayne Watts Well. – See Capital Projects Update attached to these minutes for details.

Consider Approval of Construction Contract for 23F: East Reclamation Lift Station Improvements Project to Corrio Construction, Inc.

Mr. Narteh asked the Board to consider approval of a construction contract for 23F: East Reclamation Lift Station Improvements Project to Corrio Construction, Inc in the amount of \$542,813.00. After a brief discussion regarding the difference in the budgeted amount and the actual amount, 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

Consider Approval of Construction Contract for 23L: Well No. 18 Drilling Project to Boart Longyear Company

Mr. Marti asked the Board to consider approval of a construction contract for 23L: Well No. 18 Drilling Project to Boart Longyear Company in the amount of \$1,367,530.00. Wayne Watts made a motion to approve the contract 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 23L: Well No. 18 Development Project to Widdison Well Services, Inc.

Mr. Marti asked the Board to consider approval of a construction contract for 23L: Well No. 18 Development Project to Widdison Well Services, Inc. in the amount of \$505,250.00. Wayne Watts made a motion to approve the contract 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 24E: Fire Hydrant Replacement Project to Hydro Vac Excavation, LLC

Mr. Narteh asked the Board to consider approval of a construction contract for 24E: Fire Hydrant Replacement Project to Hydro Vac Excavation, LLC in the amount of \$744,550.00. 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

Consider Approval of Supply Contract for 23I: Anderson Water Treatment Plant – Filter Vessels to WesTech Engineering, LLC

Mr. Marti asked the Board to consider approval of a supply contract for 23I: Anderson Water Treatment Plant – Filter Vessels to WesTech Engineering, LLC in the amount of \$1,831,200.00. 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

Consider Approval of Relocation Agreement Between Granger-Hunter Improvement District and UDOT for Construction of Bangerter Highway @4700 South Utility Relocation Project

Mr. Narteh asked the Board to consider approval of a relocation agreement between Granger-Hunter Improvement District and UDOT for the construction of the Bangerter Highway @4700 South Utility Relocation Project. Wayne Watts made a motion to approve the agreement as noted. Following a second from Roger Nordgren, the motion passed as follows:

Armstrong – aye Nordgren – aye Watts – aye

Engineering Department Update

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

CLOSED SESSION

At 4:29 P.M., Wayne Watts made a motion to enter into a closed session for a strategy session to discuss pending or reasonably imminent litigation and a strategy session to discuss the sale of real property. 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; Victor Narteh, Director of Engineering; Justin Gallegos, Director of Information Technology; Austin Ballard, Controller/Clerk; Kristy Johnson, Executive Assistant; and Brent Rose, District legal counsel (*left meeting at 4:48 p.m.*); were present for the closed session.

At 5:01 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

PROPERTY SALES & PURCHASE

Consider Approval to Declare Surplus and Sell Parcel at 2248 South Constitution Blvd.

Victor Narteh asked the Board to consider approval to declare surplus and sell a parcel at 2248 South Constitution Blvd to B&L Properties Management I, LLC for \$1,000.00 and authorize the General Manager to prepare, revise and execute the Real Estate Purchase Agreement, subject to legal counsel final review and approval. Wayne Watts made a motion to approve the agreement as noted. 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

ADJOURNED

Inasmuch as all agenda items have been satisfied, Debra Armstrong made a motion to adjourn the meeting. Following a second from Wayne Watts, the motion passed as follows and the meeting adjourned at 5:05 P.M.

Armstrong – aye Nordgren – aye Watts – aye

Debra K. Armstrong, Chair



Austin Ballard, Clerk


