

**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 19, 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
Ricky Ncaise	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>
Ian Bailey	GIS, GHID – <i>Electronically</i>
Darcy Brantly	Accountant, GHID – <i>Electronically</i>
Zak Bedard	Engineering Project Manager, GHID – <i>Electronically</i>
Brooke Petersen	Administrative Assistant, GHID – <i>Electronically</i>
Derrick Sorensen	SLCO Real Estate – <i>arrived at 4:07 pm</i>
Walt Gilmore	SLCO Parks and Recreation – <i>arrived at 4:07 pm</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.

Review & Discuss Paid Invoice Report for March 2024	Mr. Ballard discussed the March check report. The March check report totaled \$5,135,886.54 coming from six categories: infrastructure (24%), series 2019 bond P&I payment (23%), Central Valley (23%), payroll taxes and employee benefits (11%), Jordan Valley Water (6%), and other (13%). – See March 2024 Paid Invoice Report attached to these minutes for details.
Administrative Services Update	Michelle Ketchum presented the Administrative Services Update. Ms. Ketchum discussed the JWCD Conservation Grant Funding proposal recommendations and the success of the past grant funding. – See Administrative Services Update attached to these minutes for details.
Water Maintenance Update	Dustin Martindale presented the water maintenance update. Mr. Martindale discussed the annual system flushing program. – See Water Maintenance Update report attached to these minutes for details.
Consider Approval of Purchase of New Compact Track Loader from Wheeler Machinery Company	Mr. Martindale asked the Board to consider approval of the purchase of a new compact track loader from Wheeler Machinery Company in the amount of \$81,675.00. Wayne Watts made a motion to approve the purchase as noted and authorize the General Manager to approve the purchase of the 2024 model if the other model is no longer available. Following a second from Roger Nordgren, the motion passed as follows: Armstrong – aye Nordgren – aye Watts – aye
Consider Approval for District 2017 CAT Track Loader Deemed Surplus & Posted on State of Utah Public Surplus Auction Site or Trade-in with Wheeler Machinery Company	Mr. Martindale asked the Board to consider approval for District 2017 CAT track loader to be deemed as surplus and posted on the State of Utah Public Surplus Auction site with a minimum sale price of \$51,000.00. If the track loader fails to sell at or above \$51,000.00, consider concurrent approval for the District to trade in the compact track loader at a quoted market value of \$50,000.00 to Wheeler Machinery Company. Roger Nordgren made a motion to approve the surplus or trade-in as noted and authorize the General Manager to finalize the details of the sale. Following a second from Wayne Watts, the motion passed as follows: Armstrong – aye Nordgren – aye Watts – aye
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.
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. – See Capital Projects Update attached to these minutes for details.

Consider Approval of Contract Amendment for 21F: SCADA Upgrades for APCO, Inc. for Communication Upgrades and Maintenance Support

Mr. Marti asked the Board to consider approval of a contract amendment for 21F: SCADA Upgrades for APCO, Inc. for communication upgrades and maintenance support in the amount of \$148,200.00. Roger Nordgren made a motion to approve the contract amendment as noted. Following a second from Wayne Watts, the motion passed as follows:

Armstrong – aye Nordgren – aye Watts – aye

Consider Approval of Sole Source Purchase of One Wastewater Lift Station Pump for 24G: Armstrong Pump Replacement

Mr. Marti asked the Board to consider approval of sole source purchase of one wastewater lift station pump for the 24G: Armstrong Pump Replacement in the amount of \$51,580.00. Wayne Watts made a motion to approve the purchase as noted. Following a second from Debra Armstrong, 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 4:32 P.M., Roger Nordgren made a motion to enter into a closed session for a strategy session to discuss purchase, sale, exchange, or lease of real property. Following a second from Wayne Watts, 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; Dustin Martindale, Director of Water Systems; Victor Narteh, Director of Engineering; Justin Gallegos, Director of Information Technology; Austin Ballard, Controller/Clerk; Kristy Johnson, Executive Assistant; Brent Rose, District legal counsel; Derrick Sorensen, SLCO Real Estate, and Walt Gilmore, SLCO Park and Recreation were present for the closed session.

At 4:54 P.M., Wayne Watts 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 Nordgren – aye Watts – aye

Inasmuch as all agenda items have been satisfied, Roger Nordgren made a motion to adjourn the meeting. Following a second from Wayne Watts, the motion passed as follows and the meeting adjourned at 4:55 P.M.

Armstrong – aye Nordgren – aye Watts – aye

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

ADJOURNED

Debra K. Armstrong, Chair

Austin Ballard, Clerk

