

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, April 15, 2025, 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
Shawn Ellis	Water Maintenance Division Manager, GHID
Ricky Necaie	Director of Wastewater
Victor Narteh	Director of Engineering
Justin Gallegos	Director of Information Technology
Austin Ballard	Controller/Clerk
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>
Drew Ovard	IT Division Manager, GHID – <i>Electronically</i>
Aaron Perry	Division Supervisor, GHID - <i>Electronically</i>
Michael Wear	Fleet Division Manager, GHID - <i>Electronically</i>
Dakota Cambruzzi	Human Resource Manager, GHID - <i>Electronically</i>
Ryan Hatch	Utah Local Governments Trust - <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 3:00 P.M. Debra Armstrong called the meeting to order and recognized all those present.

Public Comments

There were none.

**Approval of the
March 18, 2025, Board
Meeting Minutes**

A motion to approve the Board Meeting Minutes from March 18, 2025, 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 update. - See Jordan Valley Water Conservancy District Update attached to these minutes for details.

**Central Valley Water
Reclamation Facility
Update**

Mr. Helm presented the Central Valley Water Reclamation Facility update. – See Central Valley Water Reclamation Facility Update attached to these minutes for details.

Fluoride Update

Mr. Helm presented and discussed the fluoride update as provided by the State of Utah. Mr. Helm noted House Bill 81 which prohibits the addition of fluoride in public drinking water starting Mary 7, 2025. Some discussion took place regarding disposal of unused fluoride. – See Fluoride Update attached to these minutes for details.

**OUR TEAM
Review & Consider
Approval of Revised
Administrative
Handbook**

Mr. Helm asked the Board to consider approval of the revised Administrative Handbook. A discussion took place regarding additional revisions and clarifications. Aside from the changes discussed, if the Board would like to make further changes, the Administrative Handbook can be modified and brought back to a future board meeting to adopt those changes. Wayne Watts made a motion to approve the revisions to include changes discussed in the meeting, subject to final review by legal counsel. Following a second from Roger Nordgren, the motion passed as follows:

Armstrong – aye

Nordgren – aye

Watts – aye

Debra Armstrong moved item C.2 to the end of the agenda in order to go into a closed session prior to the item being presented for approval.

**OUR OPERATIONS
Review & Discuss
Financial Report for
March 2025**

Austin Ballard summarized the March 2025 Financial Report. - See March 2025 Financial Report attached to these minutes for details.

Review & Discuss Paid Invoice Report for March 2025	Mr. Ballard discussed the March check report. The March check report totaled \$3,941,459.91 coming from six categories: Central Valley Water (33%), Series 2019 Bond Int & Princ (22%), Jordan Valley Water (14%), infrastructure (12%), payroll taxes and employee benefits (11%), and other (8%). – See March 2025 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.
Water Maintenance Update	Dustin Martindale presented the water maintenance update. – See Water Maintenance Update report attached to these minutes for details.
Consider Approval for Award of Contract with Ridge Rock Inc. to Repair Roadway Damages Caused by Water Main Breaks Located at 2805 W 4100 S & 1980 W 4100 S	<p>Mr. Martindale asked the Board to consider approval for the Award of a Contract with Ridge Rock Inc. to repair roadway damages caused by water main breaks located at 2805 W 4100 S and 1980 W 4100 S in the amount of \$81,356.00. Wayne Watts made a motion to revoke the previously approved contract with Miller Paving, Inc and approve this contract as noted. Following a second from Roger Nordgren, the motion passed as follows:</p> <p>Armstrong – aye Nordgren – aye Watts – aye</p>
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.
Operations Update	
Consider Approval of Sole Source Purchase of Two Sewer Pumps from W-Cubed for 25N: Warner & East Rec Pump Replacement Project	<p>Justin Gallegos asked the Board to consider approval of a sole source purchase of two sewer pumps from W-Cubed for the 25N: Warner and East Rec Pump Replacement Project in the amount of \$105,392.00. Roger Nordgren made a motion to approve the purchase as noted. Following a second from Wayne Watts, the motion passed as follows:</p> <p>Armstrong – aye Nordgren – aye Watts – aye</p>
Water Supply Report	Mr. Gallegos presented the April water and sewer reports. – See April Water Supply and April Sewer Supply Reports attached to these minutes for details.
Capital Projects Update	Todd Marti presented the Capital Projects update. – See Capital Projects Update attached to these minutes for details.
Engineering Department Update	Victor Narteh presented the Engineering Department update. – See Engineering Department Update attached to these minutes for details.

CLOSED SESSION

At 4:56 P.M., Roger Nordgren made a motion to enter into a closed session for the purpose of the evaluation committee under Title 63G, Chapter 6a, Utah procurement code, during the process of evaluating responses to a solicitation. 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; Ricky Necaie, Director of Wastewater; Justin Gallegos, Director of Information Technology; Victor Narteh, Director of Engineering; Michelle Ketchum, Director of Administrative Services; Austin Ballard, Controller/Clerk; Kristy Johnson, Executive Assistant, and Brent Rose, District legal counsel were present during the closed session.

At 5:30 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

**Consider Approval of
Insurance Broker
Contract Award to Utah
Local Governments
Trust for Liability &
Property Insurance
Coverages**

Troy Stout asked the Board to consider approval of Resolution 4.15.2025 approving and entering into an amended and restated interlocal agreement creating the Utah Local Governments Trust adopting insurance broker contract award to Utah Local Governments Trust for liability and property insurance coverages. Ryan Hatch with Utah Local Governments Trust participated electronically and discussed the appraisal of District assets with the next certified appraisal scheduled for 2028. Roger Nordgren made a motion to approve the resolution as noted. 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 reminded the Board of the upcoming District elections June 2-9, 2025.

ADJOURNED

Inasmuch as all agenda items have been satisfied, Wayne Watts made a motion to adjourn the meeting. Following a second from Roger Nordgren, the motion passed as follows and the meeting adjourned at 5:45 P.M.

Armstrong – aye

Nordgren – aye

Watts – aye

Debra K. Armstrong, Chair

Austin Ballard, Clerk

DRAFT