

## **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 20, 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
Ricky Necaise	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>
Ian Bailey	GIS, GHID – <i>Electronically</i>
Jason Stevens	Safety Coordinator, GHID – <i>Left after presentation</i>
Steve Rowley	K & C, LLC – <i>Left after presentation</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**

Jason Helm presented an online public comment that was submitted by a customer regarding the new customer billing portal. Mr. Helm noted that the customer received assistance regarding the new portal. – See the Public Comment attached to these minutes for details.

**Approval of the  
May 20, 2025, Board  
Meeting Minutes**

A motion to approve the Board Meeting Minutes from May 20, 2025, was made by Wayne Watts with one correction regarding the District election information. 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  
Community Outreach –  
75<sup>th</sup> Anniversary Art  
Competition**

Jason Stevens, the District Health and Safety Coordinator, discussed a community outreach event that took place in coordination with Granger High School's Art Department as part of the District 75<sup>th</sup> Anniversary celebration. Mr. Stevens presented the 1<sup>st</sup> place winner's painting and explained that the art piece will be on display at the District. Mr. Stevens noted that the 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> place winners received a prizes.

**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 provided a brief fluoride update for the Board and mentioned that the District will submit a compliance report to the State by June 7<sup>th</sup>, 2025. Mr. Helm noted the amount of fluoride to be disposed of is just under 3,000 gallons. Roger Nordgren asked about the length of time it takes for the fluoride to leave the District's water system and if the District will still be testing to check the fluoride levels. Mr. Helm noted that there is a natural occurring level of fluoride in the water. The District will explore further testing for fluoride levels.

**OUR TEAM  
Update on Conservation  
Impacts & Usage Rates**

Troy Stout presented an update on conservation impacts and usage rates to the Board. A discussion took place regarding conservation programs, District growth rates, and the usage rates. – See Conservation Impacts and Usage Rates attached to these minutes for details.

**Review 2025 Board  
Meeting Calendar**

Jason Helm reviewed the 2025 Board Meeting calendar with the Board. The September Board Meeting was changed from September 16 to September 23, 2025.

**OUR OPERATIONS**

**Review Audit  
Committee Minutes**

Austin Ballard presented the Audit Committee minutes for review. – See Audit Committee Minutes attached to these minutes for details.

**Consider Acceptance of  
2024 Audit &  
Supplementary Reports**

Steve Rowley of K & C, LLC, presented the 2024 audit report to the Board. Mr. Rowley highlighted the findings which included the following: the financial statements for the year ended December 31, 2024, 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. Mr. Rowley noted one finding explaining that the District did not comply with requirements for the Reclamation States Emergency Drought Relief Grant regarding Wage Rate Requirements. Mr. Rowley discussed the corrective action that has been taken by the District and noted that this was the only aspect of the Grant that did not comply. – See 2024 Audit and Supplementary Reports attached to these minutes for details.

**Consider Approval of  
Transfer & Reallocation  
of District Reserve  
Funds**

Austin Ballard asked the Board to consider approval of the transfer and reallocation of District Reserve Funds. Following a discussion regarding target balances, Wayne Watts made a motion to approve the transfer and reallocation as noted. Following a second from Roger Nordgren, the motion passed as follows:

Armstrong – aye

Nordgren – aye

Watts – aye

**Review & Discuss  
Financial Report for  
Year-End 2024 &  
April 2025**

Austin Ballard summarized the Year-End 2024 and the April 2025 Financial Reports. - See Year-End 2024 and April 2025 Financial Report attached to these minutes for details.

**Review & Discuss Paid  
Invoice Report for  
April 2025**

Mr. Ballard discussed the April check report. The April check report totaled \$3,661,996.82 coming from five categories: infrastructure (37%), Central Valley Water (34%), Jordan Valley Water (12%), payroll taxes and employee benefits (7%), and other (10%). – See April 2025 Paid Invoice Report attached to these minutes for details.

**Administrative Services  
Update**

Michelle Ketchum presented the Administrative Services Update. Ms. Ketchum discussed the progress of the new Xpress Bill Pay system. – 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.

**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.

<b>Water Supply Report</b>	Mr. Gallegos presented the May water and sewer reports. – See May Water Supply and May Sewer Supply Reports attached to these minutes for details.
<b>Capital Projects Update</b>	Victor Narteh presented the Capital Projects update. – See Capital Projects Update attached to these minutes for details.
<b>Consider Approval of Construction Contract with Silver Spur Construction for 23L: Watts Well No. 18 Waterline Project</b>	<p>Mr. Narteh asked the Board to consider approval of a Construction Contract with Silver Spur Construction for the 23L: Watts Well No. 18 Waterline Project in the amount of \$1,090,677.00. Roger Nordgren made a motion to approve the contract as noted. Following a second from Wayne Watts, the motion passed as follows:</p> <p>Armstrong – aye                      Nordgren – aye                      Watts – aye</p>
<b>Consider Adoption of Resolution 5-20-25.1</b>	<p>Mr. Narteh asked the Board to consider approval of RESOLUTION 5-20-25.1 COMMITTING GRANGER-HUNTER IMPROVEMENT DISTRICT TO THE FINANCIAL AND LEGAL OBLIGATIONS ASSOCIATED WITH RECEIPT OF A FINANCIAL ASSISTANCE AWARD IN CONNECTION WITH ITS WATERSMART GRANT APPLICATION. Wayne Watts made a motion to approve the resolution as noted. Following a second from Roger Nordgren, the motion passed as follows:</p> <p>Armstrong – aye                      Nordgren – aye                      Watts – aye</p>
<b>Engineering Department Update</b>	Victor Narteh presented the Engineering Department update. – See Engineering Department Update attached to these minutes for details.
<b><u>CLOSED SESSION</u></b>	<i>A closed session was not needed for this meeting.</i>
<b><u>BOARD MEMBERS INPUT, REPORTS, FOLLOW-UP ITEMS OR QUESTIONS</u></b>	<p>Jason Helm reminded the Board of the June Strategic Planning Meeting that begins at 8:00 am and finishes at 3:00 pm with the regular Board Meeting beginning at 3:00 pm.</p> <p>Austin Ballard reminded the Board of the District’s upcoming declaration of candidacy June 2-9, 2025 for November’s election.</p>
<b><u>ADJOURNED</u></b>	<p>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 5:42 P.M.</p> <p>Armstrong – aye                      Nordgren – aye                      Watts – aye</p>

Debra K. Armstrong, Chair

---

Austin Ballard, Clerk

---

DRAFT