

MINUTES OF THE  
REGULAR MEETING  
OF THE BOARD OF TRUSTEES OF  
MAGNA WATER DISTRICT

A regular meeting of the Board of Trustees of the Magna Water District was held Thursday, January 9, 2025, at 10:00 a.m. at the Magna Water District General Office, Kim Bailey Board Room, located at 8885 West 3500 South, Magna, UT.

**Call to Order:** Mick Sudbury called the meeting to order at 10:00 a.m.

**Trustees Present:**

Mick Sudbury, Chairman  
Jeff White  
Dan Stewart

**Staff Present:**

Clint Dilley, General Manager  
LeIsle Fitzgerald, District Controller  
Trevor Andra, District Engineer  
Dallas Henline, Wastewater Operations Manager  
Raymond Mondragon, Water Operations Manager  
Andrew Sumsion, HR Manager  
Steve Clark, Water Operations Manager Assistant  
Quinton Gorringer, Wastewater Service Maintenance  
Parker VanValkenburg, Water Service Maintenance

**Also Present:**

Nathan Bracken, Smith Hartvigsen PLLC  
Madison Bertoch, Stantec Engineering  
Don Olsen, Epic Engineering  
Marie Owens, AE2S Engineering  
Dan Peay, Magna

**Pledge of Allegiance:** Chairman lead those in attendance in the Pledge of Allegiance.

**Welcome the Public and Guests:** Chairman welcomed those in attendance.

**Nominations and motion to Elect Board Chairman for 2025:** A motion was made by Dan Stewart, seconded by Jeff White, to elect Mick Sudbury as Chairman of the Board for 2025. The motion was approved as follows: Dan Stewart, yea, Jeff White, yea and Mick Sudbury, yea.

**Public Comment:** None.

**Chairman asked if any of the staff or board members had a conflict of interest with anything on this agenda.** There were no conflicts of interest.

**Approval of Common Consent Items:**

**Minutes of the regular board meeting held December 12, 2024**

**Expenses for December 2 to December 29, 2024:**

**General Expenses:** \$2,510,329.34

**Zions Bank Bond Payment:** \$83,492.50

A motion was made by Dan Stewart, seconded by Jeff White, to approve the minutes of the regular board meeting held December 12, 2024, and the general expenses from December 2 to December 29, 2024, and the Zions Bank Bond payment in the amount of \$2,510,329.34 and \$83,492.50; respectively. The motion was approved as follows: Dan Stewart, yea, Mick Sudbury, yea, and Jeff White, yea.

**NEW EMPLOYEE INTRODUCTION**

Dallas Henline introduced Quinton Gorringer as a new employee. Steve Clark introduced Parker VanValkenburg as a new employee. No action was taken, for full discussion please go to the board meeting recording beginning as position 2:43 to 4:31.

**DEPARTMENT REPORTS**

**General Manager Report:** Clint highlighted the following:

**Staffing:** We just filled two positions, have one other water maintenance position to fill.

**Operations – Water:** The construction crew will be installing a fence around the railroad property that was just purchased. All 8 stack replacements have been completed at the EDR. An application for a grant to assist the District and homeowner’s in the lead and copper replacement project has been submitted.

**Operations – Wastewater:** The new Vactor truck has been delivered. Staff will be doing some onsite with Aqua Aerobics on the filter equipment at the new reuse facility. The Collection crew will be attending damage prevention blue stakes training.

**Office:** Training has been training on Yoppify. A 2024 review and a 2025 look ahead flyer will be going out in the montly bills in January, it will also inform the residents of the new rates for 2025. The .gov conversion is complete. Working on getting physical inventory and implementing the new software.

**Community:** JWCD would like for Magna Water District host a Localscapes class in the District’s area. Management will work with JWCD to do this.

No action was taken, for full discussion please go to the board meeting recording beginning at position 4:32 to 29:17. Please also see the general manager’s report inserted in the board meeting packet.

**Engineering Report:**

Trevor reported on ongoing projects. No action was taken, for full discussion, please go to the board meeting recording beginning at position 29:18 to 32:11. Please also see the engineering insert in the board meeting packet.

**Water Operations Report (including water production and call out report):** Steve reported the culinary water production for the month of December was 98.2 million gallons or 301.43-acre feet, a 7.22% increase from 2023. YTD was 1,761.69 million gallons or 5,406,80-acre feet, a 8.78% increase from 2023. We have purchased 798.53-acre feet of water from Jordan Valley Water. Steve reported the total number of call outs for water and wastewater departments for December was 8. The total hours paid for those call outs was 28. No action was taken, for full discussion please go to the board meeting recording beginning at position 32:12 to 37:07. Please also see the water production report inserted in the board meeting packet.

**Wastewater Operations Report (including status and call out report):** Dallas reported to the board the jobs and status of the wastewater treatment plant and wastewater collections operations. The water reuse facility has been in operation, not in the system, but have been running the filtering system and have been training. Aqua Aerobics will come out before the season begins in 2025 and make a final inspection to make sure everything is operating correctly. There were no actions taken, for full discussion, please go to board meeting recording beginning at position 37:08 to 44:21.

**Controller Report/Clerk Report:**

**Compliance Requirements Report:** LeIsle reported the district is up to date with legal requirements and internal policies. No action was taken, for full discussion please go to the board meeting recording beginning at position 44:22 to 50:27. Please also see the controller/clerk insert in the board meeting packet.

**HR Manager Report:**

Andrew reported to the Board the following:

- Safety focus for the Month of January is “Take 5 Safety”, safety model to help employees before they go out to a task they identify the risks that might be associated with that task.
- Union Representative wants to come out to the District and talk about union benefits with the employees on January 22, 2025. Board gave approval.
- Next month Andrew will bring to the Board the proposed attendees to conferences next month.
- Reviewed vehicle accidents 2023 compared to 2024.
- Emod for 2024 is .99 and Emod for 2025 is .72. Seeing improvement.

No action was taken, for full discussion please go to the board meeting recording beginning at position 50:28 to 1:05:18.

**PROJECT AWARDS & AGREEMENTS**

**Discussion and possible motion to approve the following project awards and agreements:**

**Task order from AE2S for bidding and construction management services for 8800 W Waterline Replacement Project in the amount of \$14,600:** A motion was made by Jeff White, seconded by Dan Stewart, to approve the task order from AE2S for bidding and construction management services for 8800 W Waterline Replacement Project in the amount of

\$14,600. The motion was approved as follows: Dan Stewart, yea, Mick Sudbury, yea, and Jeff White, yea. For full discussion, please go to board meeting recording beginning at position 1:05:19 to 1:06:33.

**ADMINISTRATIVE**

**Discussion and possible motion to approve the following administrative items:**

**For information and discussion only – no action items:**

**Change House alternative analysis:** Trevor placed this item on the agenda if the Board wanted to have further discussion on if they wanted Staff to continue working on this project, and on what alternative. Board indicated they would like staff to move forward with Alternative #3. Management will come back to the Board when design services begin. No action was taken, for full discussion please go to the board meeting recording beginning at position 1:06:34 to 1:13:39.

**Next month’s board meeting – February 13, 2025 at 10:00 am**

**Motion to take a brief recess and immediately following, meet in a closed meeting to discuss (1) the character, professional competence, or physical or mental health of an individual, (2) the purchase, exchange, or lease of real property, including any form of a water right or water shares, (3) pending or reasonably imminent litigation, and (4) collective bargaining purposes pursuant to Utah Code Ann. §§ 52-4-204 through 205:** Jeff White made a motion to take a brief recess and immediately following, meet in a closed meeting to discuss (1) the character, professional competence, or physical or mental health of an individual, (2) the purchase, exchange, or lease of real property, including any form of a water right or water shares, (3) pending or reasonably imminent litigation, and (4) collective bargaining purposes pursuant to Utah Code Ann. §§ 52-4-204 through 205. The motion was seconded by Dan Stewart, and approved as follows: Dan Stewart, yea Mick Sudbury, yea, and Jeff White, yea at 11:15 am.

**Motion to close the closed session and to reopen the open session of the Board Meeting:** Jeff White made a motion to close the closed session and reconvene the open session at 1:06 p.m. The motion was seconded by Dan Stewart and approved as follows: Dan Stewart, yea, Jeff White, yea, and Mick Sudbury, yea.

**Consider action on any noticed agenda item discussed in closed meeting:** None

**Other Business:** None

**Adjourn:** Having no further business to discuss, a motion was made by Jeff White, seconded by Dan Stewart, to adjourn the meeting at 1:09 pm. The motion was approved as follows: Dan Stewart, yea, Jeff White, yea, and Mick Sudbury, yea.

*LeAnne Fitzgerald*  
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Attest

*Mick Sudbury*  
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Chairperson