

**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, March 14, 2024, 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
Raymond Mondragon, Water Operations Manager
Dallas Henline, Wastewater Operations Manager
Andrew Sumsion, HR Manager
Justin Long, Construction Crew Leadman
Chris Thompson, Water Operations Maintenance
Gavin Henshaw, Water Operations Maintenance
Eugene Stott, Water Operations Maintenance

Also Present:

Nathan Bracken, Smith Hartvigsen PLLC
Don Olsen, Epic Engineering
Naho Garvin, Stantec Engineering
Dan Peay, Magna Mayor
Norm Dahle, Godfrey, Representing Jackass Flats Storage
Development
Jeff Beckman, Bowen Collins Associates
Kyte Smoot, Marie Owens, AE2S
Sam Fankhauser, AE2S
David Brickey, Magna Metro Township

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

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

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.

Employee Recognition:

Water Construction Crew – Raymond recognized the construction crew, Justin Long, Gavin Henshaw, Chris Thompson, Eugene Stott and Travis Rawson for a job well done in changing out valves in key locations in the District. Their response time was quick and minimized shut down time reducing customer interruption of service. He thanked them all for the job they did. For full discussion please go to board meeting recording beginning at position 1:46 to 3:20.

Approval of Common Consent Items:

Minutes of the regular board meeting held February 8, 2024

Expenses for January 29 to March 3, 2024:

General Expenses: \$1,328,335.00

Zions Bank Bond Payment: \$83,609.69

A motion was made by Dan Stewart, seconded by Jeff White, to approve the minutes of the regular board meeting held February 8, 2024, and to approve the general expenses from January 29 to March 3, 2024, and the Zions Bank Bond payment in the amount of \$1,328,335.00 and \$83,609.69; respectively. The motion was approved as follows: Mick Sudbury, yea, Dan Stewart, and Jeff White, yea.

DEPARTMENT REPORTS

General Manager Report: Clint highlighted the following items from his manager's report:

- EDR team has been completing hotspot repairs which are done in the off season. They have repaired 11 of 25 stacks that had hot spots.
- The water meter readers have completed the transition to full electronic use of tablets for service orders.
- The wastewater crew will be identifying manholes that need concrete repair and protection for the sulfide gas damage. The contractor will be slip lining those soon.
- The telephone system will be upgraded soon.
- The financial auditors have been in the office.
- The crew in the front office is working together well.
- The Association of Community Counsel has asked Clint to present basic information about the District, its History, name of Board Members and its operations to the counsel.
- Jordan Valley Water Conservancy District is holding a member agency meeting in April, the management team usually attends and any Board Member who wishes to attend.
- Jeff White brought up the delinquent customer accounts and wondered how the District could lessen the delinquent accounts.

No actions were taken, for full discussion please go to board meeting recording beginning at position 4:47 to 20:46. Please also see the general manager insert in the board meeting packet.

Engineering Report:

Trevor reported on the 2023 Waterline replacement project, WRF Reuse Project, WWTP Influent Pump Station WWTP Facility Plan Update, Haynes Well #8 Project, Solids Handling Building Expansion, 7200 W 3100 S to Beagley Lane Secondary Project and the Change House at the WWTP. No actions were taken, for full discussion, please go to board meeting recording beginning at position 20:48 to 25:56. Please also see the engineering insert in the board meeting packet.

Water Operations Report (including water production and call out report): Raymond presented the production report. The culinary water production for the month of February was 82.6 million gallons or 253.57-acre feet, a 4% increase from 2023. YTD was 174.6 million gallons or 536.10-acre feet, a 5.08% increase from 2023. We have purchased 131.18-acre feet of water from Jordan Valley Water. Raymond reported the total number of callouts for the month of February was 9 callouts and a total of 40 hours.

Raymond reported on the Salt Lake County's storm drain project on 3100 S. Loomis will be starting tomorrow on that project and should be done next week. On the 25th of March, the District will coordinate with Beck Construction to start installing the loops in the same area.

No actions were taken, for full discussion please go to board meeting recording beginning at position 25:57 to 28:02. Please also see the water production report insert in the board meeting packet.

Wastewater Operations Report (including status and call out report):

Dallas reported the collections crew has started the acoustic evaluation with SL Rat throughout the district. The treatment plant crew is scheduled to take delivery of the third fuel tank for the backup generator power next Thursday. Dallas instigated a discussion regarding the District's RV Dump and it's operating hours this year. The RV Dump is scheduled to open March 21, 2024. Last year during peak season or prior to alternative dump sites opening, there were about 15 – 20 users per day, peak season last year after the other dump sites have opened, there was only 1 – 3 users per day. The use of the RV Dump has reduced drastically. Dallas inquired as to if the Board wanted to move forward with opening the dump or keep the site closed. The Board made the decision to keep the RV Dump site closed due to the shape of and traffic on the road adjacent to the site, along with the concerns and negative consequences that come with operating the site to the treatment plant. The Board wanted to inform the public by flyer and on the website. There were no actions taken, for full discussion, please go to board meeting recording beginning at position 28:03 to 34:04.

Controller Report/Clerk Report:

Compliance Requirements Report: LeIsle reported the District is up to date with legal requirements and internal policies. No actions were taken, for full discussion please go to board meeting recording beginning at position 34:05 to 36:45. Please also see the controller/clerk insert in the board meeting packet.

HR Manager Report:

Andrew reported to the Board the following:

- The Inspector vehicle has been received by the Dealer. We are working through

- paperwork and should receive the truck in the next couple of weeks.
- Two operators went to confined space competent persons training yesterday put on by Utah State University Extension. They will be sharing what they learned to others in one of the safety meetings.
 - Five employees are scheduled for Trench and Excavation training April 8, 2024, put on by Utah Safety Council.
 - The operations manager's and Andrew have been reviewing resumes for the open water and wastewater operator positions. Candidates have been selected to screen and to be interviewed in the next couple of weeks.
 - Jeff White mentioned there are companies that perform trainings that would be specific to the needs of our crews and district. He suggested management look at that possibility and if it would fit our District.

No actions were taken, for full discussion please go to board meeting recording beginning at position 36:45 to 41:39.

WATER & SEWER AVAILABILITY

Discussion and possible motion to approve the following developments:

Jackass Flats Truck Storage located at approximately 2167 S Jenkins Park Ln: Norm Dahle addressed the Board and explained the development to the Board. He explained this property has a well on it and the well will be able to furnish the proposed landscaping with irrigation water, therefore, the development won't be using the District's water. Because of this situation, the development shouldn't need a service availability letter, however, the Municipal Services District seems to be requiring a service availability letter from the District. Norm Dahle will go back to the Municipal Services District and explain the situation and find out if an availability letter is absolutely necessary from the District. A motion was made by Jeff White, seconded by Dan Stewart to approve water and sewer services, and to provide a will serve letter, if necessary, to the Municipal Service District for the Jackass Flats Truck Storage development located at approximately 2167 S Jenkins Park Ln., if an availability letter is needed by the Municipal Services District, or an alternative letter explaining that this development won't be using the District's services. The motion was approved as follows: Mick Sudbury, yea, Jeff White, yea, and Dan Stewart, yea. For full discussion, please go to board meeting recording beginning at position 41:40 to 55:20.

Habitat for Humanity located at approximately 7563 W Parkway Blvd: A motion was made by Jeff White, seconded by Dan Stewart to approve water and sewer services to the Habitat for Humanity located at approximately 7563 W Parkway Blvd. The motion was approved as follows: Mick Sudbury, yea, Jeff White, yea, and Dan Stewart, yea. For full discussion, please go to board meeting recording beginning at position 55:21 to 58:15.

PROJECT AWARDS & AGREEMENTS

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

Purchase of a PC35 Cat Cold Planer – mini hydraulic excavator – from Wheeler Machinery in the amount of \$14,457 (State Contract #MA3383): A motion was made by

Jeff White, seconded by Dan Stewart, to approve the purchase of a PC35 Cat Cold Planer – mini hydraulic excavator – from Wheeler Machinery in the amount of \$14,457 (State Contract #MA3383). The motion was approved as follows: Mick Sudbury, yea, Jeff White, yea, and Dan Stewart, yea. For full discussion please go to board meeting recording beginning at position 58:16 to 59:44.

Purchase of a Nikon microscope to be used for wastewater biological analysis and process control in the amount of \$10,401.69 from Nikon Instruments, Inc.: A motion was made by Jeff White, seconded by Dan Stewart, to approve the purchase of a Nikon microscope to be used for wastewater biological analysis and process control in the amount of \$10,401.69 from Nikon Instruments, Inc. The motion was approved as follows: Mick Sudbury, yea, Jeff White, yea, and Dan Stewart, yea. For full discussion please go to board meeting recording beginning at position 59:45 to 1:00:55.

SCADA needs assessment by AE2S for the amount not to exceed \$34,992: A motion was made by Jeff White, seconded by Dan Stewart, to approve a SCADA needs assessment by AE2S for the amount not to exceed \$34,992. The motion was approved as follows: Mick Sudbury, yea, Dan Stewart, yea, and Jeff White, yea. For full discussion please go to board meeting recording beginning at position 1:00:56 to 1:07:37.

Proceed with recommended maintenance and rebuild of Huber Step Screens and Wash Compactor in East Headworks of the WWTP in the amount of \$43,187.51 from Huber Technology: A motion was made by Jeff White, seconded by Dan Stewart, to approve proceeding with recommended maintenance and rebuild of Huber Step Screens and Wash Compactor in East Headworks of the WWTP in the amount of \$43,187.51 from Huber Technology. The motion was approved as follows: Mick Sudbury, yea, Dan Stewart, yea, and Jeff White, yea. For full discussion please go to board meeting recording beginning at position 1:07:38 to 1:09:34.

GIS database development and maintenance, as-build mapping, and GIS application development by Ardurra in the amount of \$75,000: A motion was made by Jeff White, seconded by Dan Stewart, to approve GIS database development and maintenance, as-build mapping, and GIS application development by Ardurra in the amount of \$75,000. The motion was approved as follows: Mick Sudbury, yea, Dan Stewart, yea, and Jeff White, yea. For full discussion please go to board meeting recording beginning at position 1:10:37 to 1:12:43.

Renewal of Regence Blue Cross Blue Shield and Ameritas (formerly Dental Select) health and welfare coverage for Executive Team: A motion was made by Jeff White, seconded by Dan Stewart, to approve the 2024 renewal of the executive team’s health and dental insurance coverage with Regence Blue Cross Blue Shield and Ameritas (formerly Dental Select). The motion was approved as follows: Mick Sudbury, yea, Dan Stewart, yea, and Jeff White, yea. For full discussion please go to board meeting recording beginning at position 1:12:44 to 1:14:26.

Telephone system upgrade in the amount not to exceed \$17,500 from VLCM (State Contract #PA4306): A motion was made by Jeff White, seconded by Dan Stewart, to approve the District’s telephone system upgrade in the amount not to exceed \$17,500 from VLCM

(State Contract #PA4306). The motion was approved as follows: Mick Sudbury, yea, Dan Stewart, yea, and Jeff White, yea. For full discussion please go to board meeting recording beginning at position 1:14:27 to 1:19:01.

ADMINISTRATIVE

Discussion and possible motion to approve the following administrative items:

Establish the Water Conservation Level for upcoming 2024 irrigation season: Clint inquired of the Board what level the District will enforce this upcoming irrigation season. Last couple of years the District has been in Level 2. Due to a couple of good water years, the Board felt that the District should move back to Level 1 – Voluntary Conservation. A motion was made by Jeff White, seconded by Dan Stewart, to put the District to the Level 1 – Voluntary Conservation for 2024. 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 1:19:02 to 1:22:27.

List of equipment for surplus auction and/or disposal: A motion was made by Jeff White, seconded by Dan Stewart, to approve the items on the list of equipment for surplus auction and/or disposal by TNT Auction, or a surplus sale administrated by the District. The motion was approved as follows: Mick Sudbury, yea, Jeff White, yea, and Dan Stewart, yea. For full discussion please go to board meeting recording beginning at position 1:22:28 to 1:29:32.

Extension Agreement warranty period 2-year versus 1-year period: Trevor explained to the Board the District's current policy is to put developments into a 2-year warranty after acceptance. Utah Code has changed for Cities and Counties to only allow for a 1-year period; however, the Code for was changed to say District's must allow for a 1-year period if they participate in any way the land use and development process with the City. The District does not participate in the process, so does not apply to the District. Developers think the Utah Code prohibits the District from having a 2-year warranty period. The Board and Management made the decision to continue the 2-year warranty period for developments. No action was taken, for full discussion please go to board meeting recording beginning at position 1:29:33 to 1:35:31.

JVWCD Grant Application for leak detection survey: Management has proposed a leak detection survey project, and it fits within the parameters of the Application. This would implement into our master planning also. We would be able to identify areas where there could be a higher potential for leaks and come away with projects that can be used in the master plan. A motion was made by Jeff White, seconded by Dan Stewart, to move forward with the JVWCD Grant application. The motion was approved as follows: Mick Sudbury, yea, Dan Stewart, yea and Jeff White, yea. For full discussion please go to board meeting recording beginning at position 1:35:31 to 1:39:26.

WRF Building Modification Study: Trevor provided to the Board the feasibility study on the WRF Building, east of the west headworks. This study looked at all aspects of the building, structurally, electronically, mechanically and plumbing, the existing equipment and structures that are interior of the building and gives alternatives, demolition and/or use of the building.

Moving forward, Management and Board can put together a plan and budget based on the study. No action was taken, for full discussion please go to board meeting recording beginning at position 1:39:27 to 1:46:48.

WRF Influent Project – List of pre-qualified contractors: Trevor provided to the Board the list of pre-qualified contractors for the WRF Influent Project. There were 9 contractors that were pre-qualified. A motion was made by Jeff White, seconded by Dan Stewart, to accept the list of prequalified contractors which consist of the following:

- COP Contraction
- Corrio Construction, Inc.
- FX Construction
- Gerber Construction, Inc.
- Nelson Bros. Construction Company
- Ralph L Wadsworth Construction
- Record Steel and Construction, Inc.
- VanCon, Inc.
- Whitaker Construction Co., Inc.

The motion was approved as follows: Mick Sudbury, yea, Jeff White, yea, Dan Stewart, yea. For full discussion please go to board meeting recording beginning at position 1:39:27 to 1:49:30.

Legislative Update from Legal Counsel, Nathan Bracken, Smith Hartvigsen, PLLC:

Nathan highlighted the following legislation:

- HB35 – Automatically covert metro townships to Cities & Towns. Magna will become a city on May 1, 2024. Won't have an impact on the District.
- HB250 – Bill that would impose a fee on public water suppliers to help fund new water infrastructure.
- HB285 – Union Bill – Did not pass.
- SB185 – Allowed developers to hire their own private building inspectors. Currently Cities have three days to do inspections, if the City doesn't do it within three days, then a developer can hire their own private inspector form the State approved list.
- Working with UASD on an election candidacy filing period in the annual cleanup bill. Did not get submitted to be passed.
- Magna Municipal elections – Proposed to change to a general election. If the District's trustee election is moved to the general election, the District would run their own election and the declaration of candidacy would be in January.

No action was taken, for full discussion please go to board meeting recording beginning at position 1:49:31 to 1:56:53.

For Information and discussion only – no action items:

- Next month's board meeting – April 11, 2024, at 10:00 am

Motion to meet immediately in a closed meeting to discuss the character, professional competence, or physical or mental health of an individual, and the purchase, exchange, or lease of real property, including any form of a water right or water shares pursuant to Utah Code Ann. §§ 52-4-204 through 205. Jeff White made a motion to meet immediately in closed session to discuss the character, professional competence, or physical or mental health of an individual and the purchase, exchange, or lease of real property, including any form of a water right or water shares pursuant to Utah Code Ann. §§ 52-4-204 through 205. The motion was seconded by Dan Stewart, and approved as follows: Mick Sudbury, yea, Dan Stewart, yea, and Jeff White, yea at 11:58 a.m.

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 1:30 p.m. The motion was seconded by Dan Stewart, yea, and approved as follows: Mick Sudbury, yea, Dan Stewart, and Jeff White, yea.

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

Other Business: Mick suggested the District purchase another table to extend the board room table for future growth and in ordering now, the tables would match.

Adjourn: Having no further business to discuss, a motion was made by Dan Stewart, seconded by Jeff White to adjourn the meeting at 1:32 pm. The motion was approved as follows: Mick Sudbury, yea, Dan Stewart, yea, and Jeff White, yea.

LeAnne Fitzgerald

Attest

Mick Sudbury

Chairperson