

**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 16, 2023, 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
Steve Clark, Water Construction Crew Leadman
Virginia Fish, Customer Service

Also Present:

Nathan Bracken, Smith Hartvigsen PLLC
Clint Rogers, Stantec Engineering
Jeff Beckman, Bowen Collins & Associates
Mark Chandler, CRS Engineering
Don Olsen, Epic Engineering
Wayne Fuller, Coordinated Insurance Benefits

Public, Board, Staff joined in the Pledge of Allegiance.

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

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 February 9, 2023

Expenses for February 2 – March 5, 2023:

General Expenses: \$1,854,240.75

Zions Bank bond payments: \$83,282.19

A motion was made by Dan Stewart, seconded by Jeff White, to approve the minutes of the regular board meeting held February 9, 2023, and to approve the general expenses, and the Zions Bank bond payments from February 2 to March 5, 2023, in the amount of \$1,854,240.75 and \$83,282.19, respectively. The motion was approved as follows: Mick Sudbury, yea, Jeff White, yea, and Dan Stewart, yea.

Employee Recognition – Steve Clark & Virginia Fish:

Andrew recognized Steve Clark for completing a course to learn Microsoft Excel, of which was his own undertaking. Raymond added, by doing this, it will help the department in tracking the lead & copper initiative, in daily operations, inventory and many more tasks. For full discussion go to board meeting recording position 2:18 to 4:28.

Andrew recognized Virginia Fish for completing a comprehensive course of all modules in the Microsoft Office Suite, via Education to Go, through Salt Lake Community College. The course was called “Computer Skills for the Workplace. LeIsle added by doing this, it will help the department complete many different tasks, and workload can be more evenly distributed. For full discussion go to board meeting recording position 4:28 to 6:39.

DEPARTMENT REPORTS

General Manager Report: Clint highlighted a few items from his manager’s report. The full General Manager report can be found on the board meeting recording position 6:41 to 20:27.

OPERATIONS:

Clint reported there has been some progress at the Wastewater Treatment Plant and Rocky Mountain Power reliability. Dallas added and indicated Staff and Stantec were able to get a hold of a representative at Rocky Mtn Power and file an “Other Power” request. Rocky Mtn will now contact Magna Water District to set up a time to meet at the plant and review power upgrading needs or power deficiencies. For full discussion please go to board meeting recording position 6:41 to 11:31.

Clint reported on the Influent Lift Station design. Discussion was held regarding the RV Dump location at the WWTP, the District needs to decide whether to continue to operate the RV Dump or to close it, due to the fact the decision will affect the lift station design. Board recommended to wait until the latest the decision can be made and gather additional usage information of the RV Dump and report back to the Board. For full discussion please go to board meeting recording position 11:31 to 17:52.

Clint reported the Office is continuing to move from paper to electronic document storage for the AP Process. Recently, electronic requisition and purchase order creation and approval process has been implemented. For full discussion please go to the board meeting recording position 17:52 to 20:26.

Engineering Report:

Trevor updated the Board on the Material Storage Project, 2022 Waterline Repair and Replacement Project, Zone 3 Drinking Water and Secondary Water Pump Station Project. Trevor mentioned the District would like to have some type of an open house for the new pump station, details will follow at a future board meeting. For full discussion please go to board meeting recording position 20:27 to 24:00.

Water Operations Report (including water production and call out report): Raymond Mondragon reported the water production and callout report for the month of February 2023. There were no actions taken, for full discussion please go to board meeting recording position 24:01 to 25:11.

Wastewater Operations Report (including status and call out report): Dallas reported the annual SL Rat inspection has been completed. There were no actions taken, for full discussion please go to board meeting recording position 25:12 to 30:21.

- **Press Building Modification follow up information:** Dallas shared with the Board information on the Press Building Modification. There were no actions taken, for full discussion please go to board meeting recording position 25:12 to 29:50.

Controller Report/Clerk Report: LeIsle presented the compliance/legal reporting requirements report. For full discussion please go to board meeting recording position 30:23 to 32:04.

HR Manager Report:

- **Staff Engineer discussion – additional information:** Andrew presented to the Board the additional information that was requested last board meeting. It demonstrates the percentage of work spent on tasks. For full discussion please go to board meeting recording position 32:05 to 1:05:03.

Andrew also indicated there was documents provided in the meeting packet showing the District's operators and what certifications they each possess, and a document showing the current mileage on the District's leased vehicles.

WATER & SEWER AVAILABILITY

Discussion and possible motion to approve the following developments:

- **Colosimo Townhomes located at 7200 W 2802 S:** A motion was made by Jeff White, seconded by Dan Stewart, to approve water and sewer availability to Colosimo Townhomes. 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 position 1:05:04 to 1:07:22.

PROJECT AWARDS & AGREEMENTS

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

B & D Glass supply and install of two bulletproof glass transaction windows for \$20,350:

A motion was made by Jeff White, seconded by Dan Stewart, to approve B & D Glass, supply and install two bullet proof glass transaction windows for \$20,350. 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 position 1:07:23 to 1:11:18.

Bowen Collins and Associates design and bidding services task order for the 7200 W secondary water line Project in the amount of \$67,750: A motion was made by Jeff White, seconded by Dan Stewart, to approve Bowen Collins and Associates design and bidding service task order for the 7200 W Secondary Water Line Project in the amount of \$67,750. 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 position 1:11:19 to 1:17:15.

Bowen Collins and Associates construction management services task order for the WRF Reuse Project in the amount of \$785,690: A motion was made by Jeff White, seconded by Dan Stewart, to approve Bowen Collins and Associates construction management services task order for the WRF Reuse Project in the amount of \$785,690. 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 position 1:17:16 to 1:19:12.

CRS Engineering task order for Haynes Well #8 replacement Project and Well Field services in the amount of \$101,900: A motion was made by Jeff White, seconded by Dan Stewart, to approve CRS Engineering task order for Haynes Well #8 Replacement Project and Well Field services in the amount of \$101,900. 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 position 1:19:13 to 1:25:50.

Award WRF Reuse project to low pre-qualified bidder Corrio Construction, Inc. in the amount of \$9,243,051.27: A motion was made by Jeff White, seconded by Dan Stewart, to award the WRF Reuse project to low pre-qualified bidder Corrio Construction, Inc. in the amount of \$9,243,051.27. 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 position 1:25:52 to 1:28:33.

Regence Blue Cross Blue Shield renewal beginning 04/01/2023 – 03/31/2024 monthly increase of approximately \$1,798.41: Wayne Fuller, Coordinated Insurance Company, addressed the Board and explained the procurement process that was completed this year. To demonstrate the District has complied with the procurement policies. A motion was made by Jeff White, seconded by Dan Stewart, to approve the Regence Blue Cross Blue Shield renewal beginning 04/01/2023 – 03/31/2024 monthly increase of approximately \$1,798.41. 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 position 1:28:33 to 1:33:43.

Interlocal Cooperation Agreement between Magna Water District and Salt Lake County with County Clerk's Elections Division for Trustee Election for an amount not to exceed \$18,744: A motion was made by Jeff White, seconded by Dan Stewart, to approve the Interlocal Cooperation Agreement between Magna Water District and Salt Lake County with County Clerk's Elections Division for Trustee Election for an amount not to exceed \$18,744. 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 position 1:33:44 to 1:36:21.

ADMINISTRATIVE

Discussion and possible motion to approve the following administrative items:

For information and discussion only – no action items:

- **Next month’s board meeting – April 20, 2023**

Motion to meet immediately in closed session to discuss the character, professional competence, or physical or mental health of an individual, pending or reasonably imminent litigation, 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, pending or reasonably imminent litigation, 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 11:40 a.m.

Motion to close the closed session and to reopen the open session of the Board Meeting:

Dan Stewart made a motion to close the closed session and reconvene the open session at 12:43 p.m. The motion was seconded by Jeff White, and approved as follows: Mick Sudbury, yea, Jeff White, and Dan Stewart, 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 Dan Stewart, seconded by Jeff White, to adjourn the meeting at 12:43 pm. The motion was approved as follows: Jeff White, yea, Dan Stewart, yea, and Mick Sudbury, yea.

LeAnne Fitzgerald

Attest

Mick Sudbury

Chairperson