

**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

**Also Present:**

Nathan Bracken, Smith Hartvigsen PLLC  
Don Olsen, Epic Engineering  
Keith Larsen, Bowen Collins Associates  
David R Brickey, Magna Metro Township  
Joel Workman, AQS Consulting

**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.

**Approval of Common Consent Items:**

**Minutes of the regular board meeting held March 14, 2024**

**Expenses for March 4 to March 31, 2024:**

**General Expenses:** \$1,514,797.57

**Zions Bank Bond Payment:** \$167,219.38

A motion was made by Dan Stewart, seconded by Jeff White, to approve the minutes of the regular board meeting held March 14, 2024, and to approve the general expenses from March 4 to March 31, 2024, and the Zions Bank Bond payment in the amount of \$1,514,797.57 and \$167,219.38; respectively. The motion was approved as follows: Mick Sudbury, yea, Dan Stewart, and Jeff White, yea.

### **EMPLOYEE RECOGNITION**

Chairman recognized all crews who worked on installing three waterline loops along 3100 S. Pictures of the job were presented in the meeting. All crews were a part of the project. They did a great job. Board expressed their thanks and gratitude. Clint and Raymond expressed their thanks and gratitude. For full discussion please go to board meeting recording beginning at position 2:17 to 4:25.

### **DEPARTMENT REPORTS**

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

- The secondary water system will be started on April 15, 2024. The canal will start filling on April 20, 2024. The District's shallow wells and reservoirs should handle the secondary water demand until the canal is full. Mick Sudbury pointed out the flyer that will be inserted into our customers bills the first of May regarding the secondary water and remind the public it is not safe to drink, or play in. The flyer also presents the drought situation. The District will be going to a level 1 conservation efforts, which is voluntary conservation.
- As part of the preventative maintenance on the well fields, the District has maintained Haynes #2 and has moved onto Haynes #7. It's been pulled and videoed.
- Jordan Valley has passed preliminary tentative budget for 2024-2025 year and propose an overall 6% increase in their rates. The increase for Magna Water District will be 4.8%, one of the lowest priced increases of all their users. A testament to the team in how water is managed and taken from Jordan Valley.
- Controller and staff are working through the annual financial audit which will be presented to the Board in June.
- Controller and staff are working on the surplus sale.
- Mick and Clint attended the Association of Community Counsels Together meeting. Clint gave a general overview about Magna Water District.
- The notice about the RV Dump Closure went out. There have been quite a few comments on Facebook, did not receive any phone calls regarding the RV Dump in the office. There were some concerns from the public feeling like they have paid for it. There is some truth to that, however, they pay into all the operations of the District. Evaluating all operations, it is more cost efficient not to operate the RV Dump and therefore causes less cost for the community. They are losing a service, but there are other options available.

No actions were taken, for full discussion please go to board meeting recording beginning at position 4:26 to 21:50. Please also see general manager report 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, Change House at the WWTP, and the 7200 W – 3100 S to Beagley Lane Secondary Project. No actions were taken, for full discussion, please go to board meeting recording beginning at position 21:51 to 29:27. 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 March was 90.3 million gallons or 277.25-acre feet, a 6.12% increase from 2023. YTD was 265.0 million gallons or 813.35-acre feet, a 5.44% increase from 2023. We have purchased 198.78-acre feet of water from Jordan Valley Water. Raymond reported the total number of callouts for the month of March was 11 callouts and a total of 40 hours.

Raymond informed the Board the crew is going to be trying to get additional inventory information on the lead and copper connections on the homeowner's side.

No actions were taken, for full discussion please go to board meeting recording beginning at position 29:28 to 39:38. Please also see the water production report insert in the board meeting packet.

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

Dallas reported a couple of projects have been completed, finished the acoustic assessment with SL Rat. Dallas will be presenting the data to the Board next month. The aeration upgrade kits have been installed. They have been in service for one week now. He will analyze about 30 days of data and present to the Board the performance difference before the aeration upgrade and after the upgrade. Dallas informed the Board they are looking at several different types of sweepers to purchase. They found a Ventrac with the sweeper mount on front, options for different attachments. This piece of equipment has been budgeted for the last two years. Dallas would like to bring the price of the Ventrac to the next board meeting for approval if the Board sees fit. There were no actions taken, for full discussion, please go to board meeting recording beginning at position 39:38 to 43:21.

**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 43:22 to 49:06. Please also see the controller/clerk insert in the board meeting packet.

**HR Manager Report:**

Andrew reported to the Board the following:

- Current staffing: Moving forward with a candidate for the wastewater position. The candidate accepted the position and will be starting 04/22/2024.
- Will be performing additional resume reviews and interviews for the water position this week.

- Will be renewing flagger certifications on 04/25/2024 for everyone.
- There is a new Union Rep, Jeff Kendall. The Board expressed their desire to meet the new Union agent. Andrew will find out when this can be arranged.

No actions were taken, for full discussion please go to board meeting recording beginning at position 49:07 to 52:23.

### **PROJECT AWARDS & AGREEMENTS**

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

##### **WRF Reuse Project – Corrio Construction Change Order 001 in the amount of \$18,350:**

A motion was made by Jeff White, seconded by Dan Stewart, to approve the Corrio Construction Change Order 001 in the amount of \$18,350 for the WRF Reuse Project. 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 52:24 to 54:30.

##### **ASAP Bar Cloud inventory application software annual renewal in the amount of \$4,995:**

A motion was made by Jeff White, seconded by Dan Stewart, to approve the renewal in the amount of \$4,995 of the ASAP Bar Cloud inventory application software. 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 54:31 to 58:33.

The District's website was discussed, the Board expressed their desire to ensure the District makes all efforts to communicate with and inform our community of things happening in the District. For full discussion please go to board meeting recording beginning at position 58:34 to 1:05:38.

### **ADMINISTRATIVE**

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

1. **District's Municipal Wastewater Planning Program report:** Dallas presented the annual Municipal Wastewater Planning Program report to the Board and explained this report gives answers to the State regarding the District's future planning and projects, funding those projects, it lists all certified operators and other information about the District. A motion was made by Jeff White, seconded by Dan Stewart, to approve the Municipal Wastewater Planning Program Report as presented. 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 1:05:39 to 1:10:50.
2. **Investment Committee Meeting Minutes with APA Benefits dated 04/04/2024, and approval of the approved committee actions:** A motion was made by Jeff White, seconded by Dan Stewart, to approve the investment committee meeting minutes with APA Benefits, approving the proposed watch list and to remove American Funds Capital World Gr&Inc R5 (RWIFX) from the watch list. 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 1:10:51 to 1:14:08. Please also see board meeting packet insert.

For Information and discussion only – no action items:

- Billing insert 04/01/2024 from JWCD
- Next month’s board meeting – May 9, 2024, at 10:00 am. Some of the Executive Staff have a conflict on May 9, 2024, Board proposed to change the date for May’s regular board meeting to May 16, 2024, at 10:00 am. A motion was made by Jeff White, seconded by Dan Stewart, to move the May’s regular board meeting to May 16, 2024 at 10:00 am. 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 1:14:09 to 1:18:44.

**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 11:19 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 12:33 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:** None

**Adjourn:** Having no further business to discuss, a motion was made by Jeff White, seconded by Dan Stewart to adjourn the meeting at 12:34 pm. The motion was approved as follows: Mick Sudbury, yea, Dan Stewart, yea, and Jeff White, yea.

*LeAnne Fitzgerald*  
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Attest

*Mick Sudbury*  
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Chairperson