

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, April 20, 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
Connor McReynolds, Wastewater Operations Maintenance
Travis McDonald, Water Operations Maintenance
Dyllan Delobel, Wastewater Operations Maintenance
Matt Hunter, Wastewater Operations Maintenance
Chett Draper, Wastewater Operations Maintenance
Ed Tucker, Water Operations Maintenance
Matt Skogerboe, EDR Operations Leadman
Virginia Fish, Customer Service
Spencer Simons, Water Operations Maintenance

Also Present:

Nathan Bracken, Smith Hartvigsen PLLC
Don Olsen, Epic Engineering
Joel Workman, AQS Consulting
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 March 16, 2023

Expenses for March 6 – April 9, 2023:

General Expenses: \$715,457.18

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 March 16, 2023, and to approve the general expenses, and the Zions Bank bond payments from March 6 to April 9, 2023, in the amount of \$715,457.18 and \$83,282.19, respectively. The motion was approved as follows: Mick Sudbury, yea, Jeff White, yea, and Dan Stewart, yea.

Employee Recognition

- Spencer Simons
- Travis McDonald
- Matt Skogerboe
- Chett Draper
- Dallas Henline
- Dyllan Delobel
- Ed Tucker
- LeIsle Fitzgerald
- Virginia Fish

Clint expressed his excitement on the accomplishments the employees have made. The Managers presented the accomplishments of each of their staff. For full presentation go to board meeting recording position 1:36 to 7:55.

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 7:58 to 17:17.

COMMUNICATION & MORALE:

Clint reported he had attended the Town Council Meeting at the end of March where the grant award was discussed. The District has received formal notification from the Division of Drinking Water of the approval for \$350,000 grant for the secondary water metering program. For full discussion please go to board meeting recording position 7:58 to 11:42.

Clint reported a customer called the District concerning the water conservation rebates offered through Jordan Valley Water and the Utah Water Savers program. The customer was told there was a third program from the Division of Water Resources adding additional rebate money, however, the Township has to adopt the Waterwise Landscaping Ordinance. The District has pleaded the Township to adopt the ordinance, but has seen no movement currently, he advised the customer to attend a Township meeting to encourage the ordinance be adopted. Legal Counsel indicated the Township has plans to adopt the ordinance this month. For full discussion please go to board meeting recording position 11:43 to 15:16

Jeff White indicated he has had some customers ask about the lead line inventory. Clint explained it was probably responses to the letter that was sent out specifically to homes older

than 1990, which asks questions to help identify the type of water lines coming from their home. For full discussion please go to board meeting recording position 15:17 to 17:17.

Engineering Report:

Basement Remodel Update: Trevor updated the Board on the basement remodel, working with the contractor to get a second change order to address the baseboards, emergency hallway, clear coating in the safe room, tiling the bathrooms, painting the bigger wall to satin white and adding one additional light in the storage room and the room by the bathrooms. For full discussion please go to board meeting recording position 17:18 to 22:23.

Trevor updated the Board on the Reuse Project, Haynes Well #2 Rehabilitation Project, 2022 and 2023 Waterline Repair and Replacement projects, Secondary Water Pump Station, and discussed a walkthrough and a luncheon provided by Epic Engineering in May on that project. For full discussion please go to board meeting recording position 22:24 to 26:53.

Water Operations Report (including water production and call out report): Raymond Mondragon reported the water production and callout report for the month of March 2023. There were no actions taken, for full discussion please go to board meeting recording position 26:54 to 28:16.

EDR Trough Maintenance: Raymond presented pictures of the maintenance completed on the EDR Trough. For full discussion please go to board meeting recording position 28:16 to 31:11.

7600 W Fencing: Raymond presented pictures of the fencing along 7600 W and Sennie Dr. For full discussion please go to board meeting recording position 31:11 to 32:21.

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

System Overview: Dallas reported an overview of the equipment used by the collections crew to maintain the sewer collection system; the camera, vac truck and the SL Rat sewer line assessment tool, and the results of the assessment. For full discussion please go to board meeting recording position 32:21 to 40:00.

Controller Report/Clerk Report: For full discussion please go to board meeting recording position 40:00 to 43:53.

Compliance Requirements Report: LeIsle reported the District is currently compliant with all the reporting requirements of the District.

Fillable Forms on Website: LeIsle presented new fillable forms that are now on the District's website. The forms are for homeowners to sign up for water, sewer, and secondary water services, and for title companies to submit requests for final assessments via the website.

HR Manager Report:

Andrew reported to the Board an activity committee has been formed, a volunteer from each department and are looking forward to working with the committee. Scott Beck, one of the volunteers for the safety committee has completed the OSHA10 course.

Discussion and possible motion to approve the following developments: Trevor presented each development to the Board. For full discussion on all developments please go board meeting recording position 44:32 to 54:38.

Pendleton Grove Phase 2 located at 3041 S 8400 W: A motion was made by Jeff White, seconded by Dan Stewart, to approve water and sewer services to the Pendleton Grove Phase 2 located at 3041 S 8400 W. The motion was approved as follows: Mick Sudbury, yea, Dan Stewart, yea and Jeff White, yea.

Fastenal Utah Hub located at 4100 S 8000 W: A motion was made by Jeff White, seconded by Dan Stewart, to approve water and sewer services to the Fastenal Utah Hub located at 4100 S 8000 W. The motion was approved as follows: Mick Sudbury, yea, Dan Stewart, yea and Jeff White, yea.

Magna Residential 6 Plex located at 2645 S 8900 W: A motion was made by Jeff White, seconded by Dan Stewart, to approve water and sewer services to the Magna Residential 6-plex located at 2645 S 8900 W. The motion was approved as follows: Mick Sudbury, yea, Jeff White, yea and Dan Stewart, yea.

Moreno Office Building located at 7041 W Gates Avenue: A motion was made by Jeff White, seconded by Dan Stewart, to approve water and sewer services to the Moreno Office Building located at 7041 W Gates Avenue. The motion was approved as follows: Mick Sudbury, yea, Jeff White, yea and Dan Stewart, yea.

PROJECT AWARDS & AGREEMENTS

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

Epic Engineering design and bidding services task order #2023-6 for the Press Building Expansion project in the amount of \$45,600: A motion was made by Jeff White, seconded by Dan Stewart, to approve the Epic Engineering design and bidding services task order #2023-6 for the Press Building Expansion project in the amount of \$45,600. 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 54:39 to 55:42.

C & L Water Solutions to install two manhole to manhole slip line repairs (1) Rulon St and Mix Ave – 8”, and (1) 3150 S 8700 W – 8” in the amount of \$56,285: A motion was made by Jeff White, seconded by Dan Stewart, to approve C&L Water Solutions to install two manhole to manhole slip line repairs (1) Rulon St and Mix Ave – 8”, and (1) 3150 S 8700 W – 8”; in the amount of \$56,285. 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 55:42 to 57:53.

AE2S Strategic Funding Services agreement to increase support services by \$30,000: A motion was made by Jeff White, seconded by Dan Stewart, to approve \$30,000 increase in AE2S’s Strategic Funding Services Agreement. 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 57:53 to 1:00:58.

Purchase of RST CCTV sewer inspection tractor and camera equipment through Subsite

Electronics in the amount of \$58,573.20, to replace current unit purchased in 2013: A motion was made by Jeff White, seconded by Dan Stewart, to approve purchase of RST CCTV sewer inspection tractor and camera equipment through Subsite Electronics in the amount of \$58,573.20, to replace the current unit, purchased in 2013. 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 1:00:59 to 1:02:09.

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

Westside Sewer Collection Project 1B bid opening results: Trevor informed the Board this project was out to bid, there was a mandatory Prebid meeting which 3 potential bidders attended. One of the contractors indicated they were not interested in bidding the project. There were some adjustments made by the District to try to make it a bit more appealing to a contractor. There was only one bidder for the project who was Noland Construction. The bid came in significantly higher than the engineers estimate. Currently the District Engineer is recommending not to award the project. For full discussion please go to board meeting recording position 1:02:10 to 1:05:46.

ADMINISTRATIVE

Discussion and possible motion to approve the following administrative items:

Municipal Wastewater Planning Program Survey: A motion was made by Jeff White, seconded by Dan Stewart, to approve the Municipal Wastewater Planning Program Survey. 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 1:05:47 to 1:06:51.

Proposed modification to vehicle needs for upcoming lease: Andrew indicated the District's vehicle lease payment is coming up to an escalated lease payment, as designed in the loan, after leasing the current vehicles for 30 months. The District needs to begin looking at swapping out the current leased vehicles for new leased vehicles to begin a new lease loan payment. Management is asking for approval to do so with a few changes to the number and type of vehicles. A motion was made by Jeff White, seconded by Dan Stewart, to proceed investigation process of renewing the District's leased vehicles with modifications. 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 1:06:52 to 1:14:48.

Staff Engineer job description and updated organization chart and authorization to proceed with hiring a Staff Engineer: A motion was made by Jeff White, seconded by Dan Stewart, to approve the updated organizational chart and to proceed with hiring a Staff Engineer. 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 1:14:49 to 1:26:24.

Exclusive Tenant Representation Agreement with Colliers International: Trevor explained this is an agreement with a real estate agent to service the District in purchasing available property around the District's facilities that would benefit the District to do so. There has been some discussion among management and board about certain properties. District Engineer feels this Agreement will serve the District in the respect expected. It allows Colliers International to represent the District in beginning negotiations. A motion was made by Jeff

White, seconded by Dan Stewart, to approve the Exclusive Tenant Representation Agreement with Colliers International. 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 1:26:25 to 1:28:52.

For information and discussion only – no action items:

- **Next month’s board meeting – May 11, 2023**

Motion to meet immediately in closed session to discuss the character, professional competence, or physical or mental health of an individual, the purchase, exchange, or lease of real property, including any form of a water right or water shares, and collective bargaining discussions 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, the purchase, exchange, or lease of real property, including any form of a water right or water shares, and collective bargaining discussions 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 11:29 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 1:38 p.m. The motion was seconded by Dan Stewart, 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 Jeff White, seconded by Dan Stewart, to adjourn the meeting at 1:39 pm. The motion was approved as follows: Jeff White, yea, Dan Stewart, yea, and Mick Sudbury, yea.

LeAnne Fitzgerald

Attest

Mick Sudbury

Chairperson