

**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, May 11, 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
Matt Hunter, Wastewater Operations Maintenance
Paul Bird, Wastewater Operations Maintenance
Connor McReynolds, Wastewater Operations Maintenance
Clint Giles, Wastewater Collections Leadman
Mark Manzanares, Wastewater Operations Maintenance
Scott Beck, Wastewater Operations Maintenance
Mandy Whitmore, Accountant

Also Present:

Nathan Bracken, Smith Hartvigsen PLLC
Don Olsen, Epic Engineering
Joel Workman, AQS Consulting
Tiffani Adams, WEAU Awards, Snyderville Basin
Marie Owens, AE2S
Dan Peay, Magna Mayor
Jason Luettinger, Bowen Collins & Associates

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 special board meeting held April 11, 2023

Minutes of the regular board meeting held April 20, 2023

Expenses for April 10 – April 30, 2023:

General Expenses: \$846,027.49

A motion was made by Dan Stewart, seconded by Jeff White, to approve the minutes of the special board meeting held April 11, 2023, regular board meeting held April 20, 2023, and to approve the general expenses from April 10 to April 30, 2023, in the amount of \$846,027.49. The motion was approved as follows: Mick Sudbury, yea, Jeff White, yea, and Dan Stewart, yea.

Employee Recognition

Tiffani Adams from Snyderville Basin, representing the WEAU Awards Committee, recognized Scott Beck as having received from WEAU the award as Treatment Plant Operator of the Year, and the Wastewater Collections Crew was awarded as Collections System of the Year and the Smart City Award from RH Borden.

DEPARTMENT REPORTS

General Manager Report: Clint highlighted a few items from his manager's report.

Clint reported the canal is now full and the District's secondary water system is fully operational. Zone 3 Pump Station startup was held May 1st.

Clint also reported the Wastewater Operations Manager and District Engineer is working with Northrup Grumman on a local limits study, and how the results of that study will impact the District, but with this study, the District will be better prepared to face any type of challenges that come up from industrial users, current and future.

No actions were taken. To hear full report from District Manager, please go to board meeting recording position 10:54 to 18:31 or see board meeting packet District Manager's Report insert.

Engineering Report:

Basement Remodel Update: Trevor updated the Board on the 2022 Water and Sewer Replacement Project, Zone 3 Pump Station for Culinary and Secondary project, Water Reuse project, Barton #5 pump replacement, the changing facility at the wastewater treatment plant, and the basement remodel project. No actions were taken, to hear full report from the District Engineer, please go to board meeting recording position 18:36 to 27:47 or see board meeting packet District Engineer insert.

Water Operations Report (including water production and call out report): Raymond Mondragon reported the water production and callout report for the month of April 2023.

A discussion was held on the issues that are affecting 8000 W and the condition of the road, and the work that has been done on the street, not only by the District, but the City and County. Warranty periods on projects was briefly discussed. There were no actions taken. To hear full water production report and discussion, please go to board meeting recording position 27:48 to 34:20 or see board meeting packet Water Production insert.

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

System Overview: Dallas reported a power outage at the plant that resulted in an 11 hour call out for an operator. Dallas also indicated later in the agenda he is asking for approval to purchase an additional fuel tank to help in situations like this one to ensure power backup for a longer period of time. Dallas reported that during the 35 business days that the RV Dump has been open, there has been 24 customers that have used the site. No actions were taken. To hear full wastewater operations report, please go to board meeting recording position 34:21 to 40:10.

Controller Report/Clerk Report: No actions were taken. To hear full controller/clerk report, please go to board meeting recording position 40:11 to or see board meeting packet Controller/Clerk Report insert. For full discussion please go to board meeting recording position 40:11 to 50:48.

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

Actuals vs Budget Financial Report as of March 31, 2023: LeIsle presented to the Board the actual vs budget financial statements as of March 31, 2023.

A discussion was held regarding the District's investments and getting the best return on the District's reserve.

HR Manager Report:

Andrew reported to the Board the activity committee met and Kim Cisneros has volunteered to lead that committee. They are planning a summer employee party. He reported the Arbinger training is beginning May 16 and will continue when all personnel have been through the training. He reported he is waiting on pricing quotes from both Chevrolet and Ford for replacement of the District's leased fleet vehicles, and the Staff Engineer position was posted in house yesterday and will be posted outside after that if needed.

Andrew reported the Union has ratified the proposed contract and are ready to accept the contract. The changes will be discussed in closed meeting. Mick requested that when the contract is fully executed and accepted, that a copy of the contract and personnel policies be given to each employee and an acknowledgement signed by the employee indicating they have received and understand the contract and policies of the District. Management agreed and will follow up on that. No actions were taken. To hear full HR Manager's report, please go to board meeting recording position 50:49 to 53:43.

PROJECT AWARDS & AGREEMENTS

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

2023 Culinary Water line Replacement Project to Noland & Sons Construction in the amount of \$2,127,000: A motion was made by Jeff White, seconded by Dan Stewart, to award the 2023 Culinary Water line Replacement Project to Noland & Sons Construction in the amount of \$2,127,000. The project includes replacement lines within 9000 W and 8850 W from Main Street to 3100 S. 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 53:44 to 57:54, see also board meeting packet insert.

Purchase of a third 2,000 Gallon ConVault Fuel Tank for WWTP RAS building generator in the amount of \$29,958: A motion was made by Jeff White, seconded by Dan Stewart, to approve the purchase of a third 2,000 Gallon ConVault Fuel Tank for WWTP RAS building

generator in the amount of \$29,958. 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 57:55 to 58:39, see also board meeting packet insert.

Geotechnical investigation services to IGES for the WWTP Influent Pump Station Project in the amount of \$33,100: A motion was made by Jeff White, seconded by Dan Stewart, to approve the geotechnical investigation services to IGES for the WWTP Influent Pump Station Project in the amount of \$33,100. 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 58:40 to 1:00:04, see also board meeting packet insert.

Subscribe to Barcode Inventory Systems for one year in the amount of \$4,474: A motion was made by Jeff White, seconded by Dan Stewart, to approve purchase of a one-year subscription to Barcode Inventory Systems in the amount of \$4,474. 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 1:00:05 to 1:08:12, see also board meeting packet insert.

Purchase of Hach Instrumentation Sample Probes for the WWTP Outfall in the amount of \$26,326.20: A motion was made by Jeff White, seconded by Dan Stewart, to approve purchase of Hach Instrumentation Sample Probes for the WWTP Outfall in the amount of \$26,326.20. 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 1:08:13 to 1:10:08, see also board meeting packet insert.

Purchase and installation of additional security cameras and the WWTP in the amount of \$11,220: Mick mentioned he had been on a tour of the dyke and the cameras they had were very good. He wanted staff to look at the same cameras that Kennecott has at the dyke. The Board decided to go ahead with this motion but wanted to look into the other cameras first before purchase. Management agreed. A motion was made by Jeff White, seconded by Dan Stewart, to approve purchase and installation of additional security cameras and the WWTP in the amount of \$11,220. 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 1:10:09 to 1:15:00, see also board meeting packet insert.

General material testing services to IGES for the WRF Reuse Project not to exceed \$16,800: A motion was made by Jeff White, seconded by Dan Stewart, to approve the General material testing services to IGES for the WRF Reuse Project not to exceed \$16,800. 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 1:15:01 to 1:17:34, see also board meeting packet insert.

Scanning services to UCI not to exceed \$10,000: The Board expressed the desire to tour the facilities where these services are performed. Management will find out if this is a possibility. A motion was made by Jeff White, seconded by Dan Stewart, to approve scanning services to UCI not to exceed \$10,000. 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 1:17:35 to 1:25:45, see also board meeting packet insert.

Change Order #2 to Landmark Companies for the Basement Remodel Project in the amount of \$23,294.86: A motion was made by Jeff White, seconded by Dan Stewart, to approve the Change Order #2 to Landmark Companies for the Basement Remodel Project in the amount of \$23,294.86. 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 1:25:47 to 1:27:07, see also board meeting packet insert.

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

Magna Truck Garage Project: District Engineer informed the Board the bid opening was on April 27, 2023, there was one bidder, B-Logic. The Bid came in well over the Engineer's Estimate, and over the District's budget. District Engineer could not recommend awarding this bid. For purposes of a different avenue for constructing this project they reached out to a metal building fabricator specifically to get quotes to go that way on this project. Management will continue to investigate other ways to get this project constructed, maybe attaching this to another project that is being done now. A motion was made by Jeff White, seconded by Dan Stewart, to reject the bid for the Truck Garage 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 position 1:27:08 to 1:31:38, see also board meeting packet insert.

ADMINISTRATIVE

Discussion and possible motion to approve the following administrative items:

Approval and ratification of the Collective Bargaining Agreement: This item was tabled until after the closed meeting.

Motion to meet for the new facility tour at the Secondary Water pump Station – immediately following this meeting located at 4078 S 8400 W: This item was tabled until end of the meeting.

For information and discussion only – no action items:

- **Next month's board meeting – June 22, 2023:** Clint informed the Board He and Dallas will be absent for that meeting. Board felt they needed to be present.

Change next month's board meeting to June 8, 2023: A motion was made by Jeff White, seconded by Dan Stewart, to move the regular board meeting to June 8, 2023, and hold a special board meeting on June 22, 2023, to discuss the certified tax rate. The motion was approved as follows: Mick Sudbury, yea, Jeff White, yea and Dan Stewart, yea.

TRAINING & SAFETY

Discussion and possible motion to approve the following training & safety items:

Report on WEAU Conference: HR Manager and WW Operations Manager reported on their attendance to the conference and the benefits brought back to the District by attending. For full report please go to board meeting recording position 1:35:30 to 1:38:47.

Approval to attend the following conferences:
Intermountain Section AWWA, September 19 – 21, 2023, St. George
APWA Conference, September, Sandy, UT
Caselle Conference, October 10 – 11, 2023, Salt Lake City, UT

Marie Owens, AE2S, informed the Board the Intermountain Section AWWA has been moved to the Davis Conference Center in Layton, UT.

A motion was made by Jeff White, seconded by Dan Stewart, to approve the District's attendance to the above listed conferences. 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 1:38:48 to 1:47:39.

Motion to meet immediately in closed session to discuss the character, professional competence, or physical or mental health of an individual, 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, 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 11:49 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 12:28 p.m. The motion was seconded by Dan Stewart, and approved as follows: Mick Sudbury, yea, Jeff White, and Dan Stewart, yea.

Approval and ratification of the Collective Bargaining Agreement: Andrew indicated the Union has ratified the Collective Bargaining Agreement for June 1, 2023, thru May 31, 2027, it is being brought to the Board with recommendation of approval. A motion was made by Dan Stewart, seconded by Mick Sudbury, to approve the Collection Bargaining Agreement as presented and ratified. A motion was approved as follows: Dan Stewart, yea, and Mick Sudbury, yea.

Motion to meet for the new facility tour at the Secondary Water pump Station – immediately following this meeting located at 4078 S 8400 W: A motion was made by Dan Stewart, seconded by Mick Sudbury, to meet immediately following the meeting at the new Zone 3 Secondary Water pump Station facility for a luncheon and tour of the new facility. The motion was approved as follows: Mick Sudbury, yea and Dan Stewart, yea.

Other Business: None

Adjourn: Having no further business to discuss, a motion was made by Dan Stewart, seconded by Mick Sudbury, to adjourn the meeting at 12:32 pm. The motion was approved as follows: Dan Stewart, yea, and Mick Sudbury, yea.

LeAnne Fitzgerald

Attest

Mick Sudbury

Chairperson