

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, June 13, 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
Beau Lamper, Wastewater Operations Leadman
Justin Long, Water Operations Leadman
Andrew Sumsion, HR Manager

Also Present:

Nathan Bracken, Smith Hartvigsen PLLC
Don Olsen, Epic Engineering
Clint Rogers, Stantec Engineering
Joel Workman, AQS Consulting
Jeff Beckman, Bowen Collins & Associates
Sam Frankhauser, AE2S
Dan Peay, Magna Resident
Madison Bertech, Stantec Engineering

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 May 16, 2024

Minutes of the special board meeting held May 29, 2024

Expenses for May 6 to June 2, 2024:

General Expenses: \$1,481,712.77

Zions Bank Bond Payment: \$1,294,475.55

A motion was made by Dan Stewart, seconded by Jeff White, to approve the minutes of the regular board meeting held May 16, 2024, minutes of the special board meeting held May 29, 2024, and to approve the general expenses from May 6 to June 2, 2024, and the Zions Bank Bond payment in the amount of \$1,481,712.77 and \$1,294,475.55; respectively. The motion was approved as follows: Mick Sudbury, yea, Dan Stewart, yea, and Jeff White, yea.

EMPLOYEE RECOGNITION

LeIsle Fitzgerald recognized Tori Jensen for her eagerness to learn, problem solving and initiative to help the District progress. Tori recognized in our third-party bill pay program a device to determine if a meter is not working. For full discussion please go to board meeting recording beginning at position 3:33 to 5:43.

NEW EMPLOYEE INTRODUCTION

Andrew Sumsion introduced Ashley Wells hired for the cash receipting/customer service position in the office, and Jaydon Shepherd hired for the wastewater collection crew position. For full discussion please go to board meeting recording beginning at position 5:49 to 9:20.

DEPARTMENT REPORTS

General Manager Report: Clint indicated due to attending conferences, a manager's report was not included in the board meeting packet. Clint highlighted the following items:

- Secondary water system is fully operational. Working on expanding 3500 S pump station on the canal, one last spot for a pump and filter, waiting on fabricated piping to put into service for backup capacity.
- The Water Quality Report for 2023 will be posted to the website before July 1, 2024, and a link will be included on the monthly bills 1st of July. Board suggested to have some printed to have available at specific locations for the public to pick up.
- Wastewater have been working on the pipe lining and manhole lining. Twin D has been working on spot repairs.
- The change to .gov is ready to go, it will be implemented in stages. All must be transitioned by January 1, 2025.
- The surplus sale advertisement is ready to go.
- Clint, Andrew and Mick attended the open house at Matheson Jr High. There were questions on the availability of secondary water, on the RV Dump, and water quality and water pressure questions. It was a good opportunity to educate the public on Magna Water District.

No actions were taken, for full discussion please go to board meeting recording beginning at position 9:23 to 21:22. Please also see the general manager's report insert in the board meeting packet.

Engineering Report:

Trevor reported on the 2023 Waterline replacement project, WRF Reuse Project, WWTP Influent Pump Station project, Haynes #8, and the Change House at the WWTP. No actions were taken, for full discussion, please go to board meeting recording beginning at position 21:23 to 26:59. Please also see the engineering insert in the board meeting packet.

Water Operations Report (including water production and call out report): Justin Long presented the production report. The culinary water production for the month of May was 148.36 million gallons or 434.42-acre feet, a 4.85% increase from 2023. YTD was 513.41 million gallons or 1,424.50-acre feet, a 6.65% increase from 2023. We have purchased 334.02-acre feet of water from Jordan Valley Water. Justin reported the total number of callouts for the month of May was 18 callouts and a total of 80.25 hours. Justin updated the Board on the 4100 S Tank booster generator, the rock wall, pad, and electrical is installed. We are waiting on the generator, when that gets delivered the electricians will come out to wire in and it will be in service. No actions were taken, for full discussion please go to board meeting recording beginning at position 27:00 to 39:26. Please also see the water production report insert in the board meeting packet.

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

Beau Lamper reported for the collections system they have completed the CCTV inspections of the entire District and will now restart for this year at 9200 W. Camera inspection of the entire District can take up to 15 months depending on the schedule and system conditions, all CCTV videos and inspection reports are backed up on a hard drive and will be transferred to the District's new servers as they come online. The wastewater treatment plant operations received the new microscope and installed and being used. The upgraded picture quality and capabilities will provide us with more time to evaluate and respond to process changes, also we would like to bring up pricing information next month for a non-potable booster pump and a return activated sludge pump to be added to inventory as shelf spares. There were no actions taken, for full discussion, please go to board meeting recording beginning at position 39:27 to 45:01.

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 45:02 to 46:03. Please also see the controller/clerk insert in the board meeting packet.

HR Manager Report:

Andrew reported to the Board the following:

- Vehicle Safety Inspection – pre-operating inspection checklist sticker for a reminder to do the inspection checklist before operating.
- 4th of July Magna Parade participation – Matt Hunter will be driving the camera van, Mark Manzanares and Andrew Sumsion will walk along side of the van for safety

purposes.

- This month's safety focus is heat exposure.
- Bees Game for summer employee activity, August 9, 2024, tentatively.
- We are fully staffed other than one position on the water construction crew, follow up interview this afternoon with a candidate.

No actions were taken, for full discussion please go to board meeting recording beginning at position 46:05 to 50:24.

PROJECT AWARDS & AGREEMENTS

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

Meter stock purchase in the amount of \$656,685.23 for 2025: A motion was made by Jeff White, seconded by Dan Stewart, to approve a purchase in the amount of \$656,685.23 for about 2,000 meters. 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 50:25 to 55:26.

Nickerson Company, Inc repair estimate in the amount of \$40,010 for Haynes #7: A motion was made by Jeff White, seconded by Dan Stewart to approve Nickerson Company, Inc's repair estimate for Haynes #7 in the amount of \$40,010. 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 55:27 to 57:34.

Annual collection system maintenance, repairing inflow and infiltration in manholes, prep, spray, and coat manholes by Don Calvert for an amount not to exceed \$250,000: A motion was made by Jeff White, seconded by Dan Stewart, to approve the manhole coating by Don Calvert for an amount not to exceed \$250,000. 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 beginning at position 57:58 to 59:47.

Slip line and spot repairs of the collection system by Twin D Construction in the amount of \$139,700: A motion was made by Jeff White, seconded by Dan Stewart, to approve the slip line and spot repairs of the collection system by Twin D Construction in the amount of \$139,700. 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 59:48 to 1:01:36.

Award WRF Influent Project to low pre-qualified bidder, Corrio Construction, Inc., in the amount of \$10,600,530.50: A motion was made by Jeff White, seconded by Dan Stewart, to award WRF Influent Project to low pre-qualified bidder, Corrio Construction, Inc., in the amount of \$10,600,530.50. 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 1:01:37 to 1:08:35.

Stantec scope and fee for construction management services for the WRF Influent Project in the amount of \$733,799: A motion was made by Jeff White, seconded by Dan Stewart, to

approve the scope and fee for construction management service by Stantec for the WRF Influent Project, in the amount of \$733,799. 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 1:08:36 to 1:10:42.

ADMINISTRATIVE

Discussion and possible motion to approve the following administrative items:

Presentation and approval of 2023 Annual Financial Audit, Gilbert & Stewart, CPAs:

Ron Stewart presented the annual financial audit electronically due to being out of town. Ron Stewart stated the findings of the audit; he reported the financial statements present fairly, in all material respects, the financial position of the District as of December 31, 2023, and the respective changes in financial position, and cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America. He also reported during the audit they tested the District's internal control and did not identify any deficiencies in internal control that they considered to be material weaknesses. Ron reported on the District's State Compliance. They reported there were no non-compliance incidences on any of the State Compliance regulations. A motion was made by Jeff White, seconded by Dan Stewart, to accept the 2023 Financial Audit presented. The motion was approved as follows: Mick Sudbury, yea, Dan Stewart, yea, and Jeff White, yea. For full presentation of the 2023 Audited Financial Report, please go to board meeting recording position 1:10:43 to 1:20:21.

Interlocal Cooperation Agreement between Redevelopment Agency of Salt Lake County and MWD for the Arbor Park Water Line Replacement: Clint indicated back when the RDA was created for the Arbor Park Development the District installed a secondary water line, expecting a reimbursement for that water line. The County was researching and auditing the development and found they had not issued any pay back checks to the District, and also found there was no formal agreement explaining the reimbursement. This agreement will be put into effect to get the reimbursement from the RDA. A motion was made by Jeff White, seconded by Dan Stewart, to approve the Interlocal Cooperation Agreement between the Redevelopment Agency of Salt Lake County and Magna Water District for the Arbor Park Water Line Replacement. 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 1:20:22 to 1:25:59.

Approve the selected engineering consultant for the EDR Water Treatment Plant Finish and Feed Tank Study:

Trevor informed the Board a RFQ was put out for this study. The District recognized the lack of any backups in the need to take down the tanks for repairs. This study is evaluating how to create some redundancy to handle having to take down the two tanks for repairs. Trevor recommended AE2S to perform the EDR Water Treatment Plant Finish and Feed Tank Study. AE2S will generate a scope and a fee for this study and it will be brought back to the Board for approval. A motion was made by Jeff White, seconded by Dan Stewart, to approve awarding AE2S for the EDR Water Treatment Plant Finish and Feed Tank Study. The motion was approved as follows: Jeff White, yea, Mick Sudbury, yea, and Dan Stewart, yea. For full discussion please go to board meeting recording beginning at position 1:26:00 to 1:29:59.

Resolution 2024-02 Resolution Regarding 2024 Budget Amendment: LeIsle indicated to the Board this resolution is to adjust revenues budgeted in the District's 2024 budget. Due to the certified tax rate, the District must amend the budget to reflect the amount of taxes that is going to be received in 2024. This results in a decrease of \$8,281 adjustment to the property tax revenues and a corresponding increase to water, sewer, and secondary water sales collectively. There is no change to the bottom line of the District's budget. A motion was made by Jeff White, seconded by Mick Sudbury, to approve Resolution 2024-02 Adjusting Budgeted Revenues in the District's 2024 Budget. 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 1:30:00 to 1:32:19.

Resolution 2024-03 Resolution Adopting 2024 Certified Tax Rates LeIsle indicated to the Board this resolution adopts the District's 2024 certified tax rate set by Salt Lake County. The tax rate for water purification and sewer disposal shall be 0.000537, and the debt service of interest and sinking funds shall be 0.000884, the District's total 2024 tax rate shall be 0.001421. A motion was made by Jeff White, seconded by Dan Stewart, to approve Resolution 2024-03 adopting final 2024 tax rates as presented. 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 1:32:20 to 1:36:44.

For Information and discussion only – no action items:

SCADA Needs Assessment for drinking and secondary water facilities: Trevor informed the Board the District worked with AE2S SCADA team, visiting each of the District's sites, well houses, booster pump stations, EDR treatment plant, and identified all different components as well as the SCADA software being used now by the District. AE2S have come up with a number of recommendations within this report which gives the District a great roadmap and direction to move forward to modernize the way the District operates the facilities, the data that we gather, the security systems used, making the SCADA system more robust for our daily use. The bottom-line recommendation the majority of what we are using is old technology. The District can use this report as we upgrade our SCADA systems. Board requested Management come to the Board with recommendations and costs to implement these recommendations. For full discussion please go to board meeting recording position 1:36:45 to 1:42:23.

Possible special board meeting – June 27, 2024, at 10:00 am (if needed) to adopt the District's certified tax rates: Not needed, no discussion was held.

Next Month's board meeting – July 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, purchase, exchange, or lease of real property, including any form of a water right or water shares, and collective bargaining pursuant to Utah Code 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 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 11:44 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 12:52 p.m. The motion was seconded by Dan Stewart, yea, and approved as follows: Mick Sudbury, yea, Dan Stewart, yea, 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 12:52 pm. The motion was approved as follows: Mick Sudbury, yea, Dan Stewart, yea, and Jeff White, yea.

LeAnne Fitzgerald

Attest

Mick Sudbury

Chairperson