

**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, July 13, 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
Clint Giles, Wastewater Collections Leadman

Also Present:

Nathan Bracken, Smith Hartvigsen PLLC
Don Olsen, Epic Engineering
Marie Owens, AE2S
Josh Bean, Bowen Collins Associates
Todd Richards, Magna Township

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 June 8, 2023

Minutes of the special board meeting held June 22, 2023

Expenses for May 29 – July 2, 2023:

General Expenses: \$1,002,555.38

A motion was made by Dan Stewart, seconded by Jeff White, to approve the minutes of the regular board meeting held June 8, 2023, minutes of the special board meeting held June 22, 2023, and to approve the general expenses from May 29 to July 2, 2023, in the amount of \$1,002,555.38. The motion was approved as follows: Mick Sudbury, yea, Jeff White, yea, and Dan Stewart, yea.

DEPARTMENT REPORTS

General Manager Report: Clint indicated he had the opportunity to travel internationally and doesn't have an insert or a manager's report to report on, however, he wanted to say thank you to the team. He was able to forward emails and didn't get a single call. When he came back things were handled and there weren't any issues. He thought how nice it was to be able to go and trust the team to get things handled while he was gone. He told the Board if they had any specific questions, he would be happy to answer them, just let him know.

Engineering Report:

Trevor updated the Board on the Water Reuse Project, Influent Pump Station Project, Water Department Material Storage Project, Basement Remodel Project, Change House Project, and 7200 W – 3100 S to Beagley Lane Secondary Project. No actions were taken, to hear full report from the District Engineer, please go to board meeting recording position 3:22 to 15:35 and 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 June 2023. No actions were taken, for full discussion, please go to board meeting recording position 15:36 to 18:19 and see board meeting packet Water Production insert.

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

Training: Dallas reported that Paul Bird has been cross training with Bob the mechanic, the WW Treatment Plant Operators have been attending wastewater treatment training for certifications at 2 hours per week for exams. They attended a treatment facility tour at South Valley to look at their grit removal equipment.

Collections: Dallas talked about the crew being busy with bluestakes for a large part of the District for Google fiber installation, and because of that are looking at a different type of shoe for this purpose. Dallas reported there has been 80 members of the public use the RV dump since it has opened middle of March. No actions were taken, to hear full report/discussions from the Wastewater Operations Manager please go to position 18:20 to 25:31.

Controller Report/Clerk Report: LeIsle reported the District is up to date with legal requirements and internal policies. The compliance report includes deadlines for this year's Trustee Election. The election date has been moved to November 21, 2023. No actions were taken. To hear full controller/clerk report, please go to board meeting recording position 25:32 to 29:44 and see board meeting packet Controller/Clerk Report insert.

HR Manager Report:

Andrew reported to the Board the gratitude of the employees for the opportunity to participate in the summer party for the District. He also reported the activities committee is now working on the Christmas/Employee annual recognition dinner, hopefully to be held at Little America.

The Board expressed their thanks and gratitude to management and employees of the District. There were no actions taken, for full discussion, please go to board meeting recording position 29:45 to 38:09.

WATER & SEWER AVAILABILITY

Discussion and possible motion to approve the following developments:

JK Investment Development located at 2115 South 7200 W: A motion was made by Jeff White, seconded by Dan Stewart, to approve availability of water and sewer services to JK Investment Development located at 2115 South 7200 W. The motion was approved as follows: Mick Sudbury, yea, Dan Stewart, yea and Jeff White, yea. For full discussion please see board meeting recording position 38:09 to 40:42.

FiiZ Soda Development located at 8315 West Arbor Park Drive: A motion was made by Jeff White, seconded by Dan Stewart, to approve availability of water and sewer services to FiiZ Soda Development located at 8315 West Arbor Park Drive. The motion was approved as follows: Mick Sudbury, yea Jeff White, yea and Dan Stewart, yea. For full discussion please see board meeting recording position 42:33 to 44:44.

Guzzle Soda Development located at 3556 South Lexes Way: A motion was made by Jeff White, seconded by Dan Stewart, to approve availability of water and sewer services to Guzzle Soda Development located at 3556 South Lexes Way. The motion was approved as follows: Mick Sudbury, yea Jeff White, yea and Dan Stewart, yea. For full discussion please see board meeting recording position 44:44 to 46:00.

Brad Jones Development located at 2165 South 7200 West: A motion was made by Jeff White, seconded by Dan Stewart, to approve availability of water and sewer services to Brad Jones Development located at 2165 South 7200 West. The motion was approved as follows: Mick Sudbury, yea Jeff White, yea and Dan Stewart, yea. For full discussion please see board meeting recording position 40:43 to 42:32.

PROJECT AWARDS & AGREEMENTS

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

Approval of field employees' uniforms form Cintas: Andrew recommended this agenda item be discussed in closed session due to the nature of the discussion related to the collective bargaining agreement.

ADMINISTRATIVE

Discussion and possible motion to approve the following administrative items:

Possible change to the District's monthly billing format: LeIsle presented to the Board a new monthly billing format, for a new look and secondly to include additional information not provided on the billing format currently. No action was taken, LeIsle will continue with this proposed format and work with the District's third-party billing processor and software providers to get a more final proposal and bring to the Board later. For full discussion please go to board meeting recording position 47:14 to 54:16.

Discussion on tax rate and possible tax increase for 2024: LeIsle presented to the Board a matrix for the District to use as an indicator when the District should be considering a tax increase. LeIsle indicated the District's revenue is sufficient currently but wanted the Board to be thinking about the need for a tax increase possibly in 2025. The Truth in Taxation process needs to begin in the Fall before the year the increase is proposed. No action was taken, for full discussion please go to board meeting recording position 54:17 to 1:06:06 and see the board packet insert.

Motion to approve the following individuals as signors on the District's bank accounts:

Mick Sudbury

Andrew Sumsion

Jeff White

Dallas Henline

Danny Stewart

Raymond Mondragon

Clint Dille

A motion was made by Jeff White, seconded by Dan Stewart, to approve those above-named individuals as signors on the District's bank accounts. 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 1:06:07 to 1:08:25.

For information and discussion only – no action items:

- **Next month's board meeting:** August 10, 2023

Motion to meet immediately in closed session to discuss the reasonably imminent litigation, the character, professional competence, or physical or mental health of an individual, strategy for collective bargaining, 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 reasonable imminent litigation, the character, professional competence, or physical or mental health of an individual, strategy for collective bargaining, 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 11:11 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 1:40 p.m. The motion was seconded by Mick Sudbury, and approved as follows: Mick Sudbury, yea, and Dan Stewart, yea.

Consider action on any noticed agenda item discussed in closed meeting:

Approval of field employees' uniforms form Cintas: A motion was made by Dan Stewart, seconded by Mick Sudbury, to approve the field employees' uniforms from Cintas. 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 Jeff White, seconded by Dan Stewart, to adjourn the meeting at 1:41 pm. The motion was approved as follows: Dan Stewart, yea, Jeff White, yea, and Mick Sudbury, yea.

LeAnne Fitzgerald

Attest

Mick Sudbury

Chairperson