

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, January 8, 2026, at 10:00 am 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 am.

**Trustees Present:**

Mick Sudbury, Chairman  
Jeff White  
Dan Stewart

**Management Team Present/Excused:**

Clint Dilley, General Manager, present  
LeIsle Fitzgerald, District Controller, present  
Trevor Andra, District Engineer, present  
Dallas Henline, Wastewater Operations Manager, present  
Andrew Sumsion, HR Manager, present  
Steve Clark, Water Operations Manager, present  
Gavin Henshaw, Service Maintenance  
Dawson Stewart, Service Maintenance  
Dalyn Touhuni, Service Maintenance

**Also Present:**

Nathan Bracken, Smith, Hartvigsen PLLC  
Todd Richards, Magna  
Dyle Jenkins, Magna Resident  
Dan Peay, Magna Resident  
Keith Larsen, Bowen Collins & Associates  
Rachael Valek, Bowen Collins & Associates  
Cody Allen, AE2S

**Pledge of Allegiance:** Chairman lead those in attendance in the Pledge of Allegiance.

**Welcome the Public and Guests:** Chairman welcomed those in attendance.

**Nomination and Approval of 2026 Board Chairman:** Jeff White nominated and made a motion to elect Mick Sudbury to remain the Board Chairman for 2026. The motion was seconded by Dan Stewart. The motion was approved as follows: Mick Sudbury, yea, Dan Stewart, yea and Jeff White, yea.

**Public Comment:** There were none.

**Chairman asked if any of the staff or board members had a conflict of interest with anything on this agenda.** There were no conflict of interest.

**Employee Recognition:**

Gavin Henshaw – Water Distribution IV  
Dawson Stewart – Water Distribution IV  
Dalyn Touhuni – CDL

**Approval of Common Consent Items:****Minutes of the regular board meeting held December 11, 2025****Expenses for December 1 to December 28, 2025:**

**General Expenses:** \$1,291,210.38

**Zions Bank Bond Payment:** \$83,530.83

A motion was made by Dan Stewart, seconded by Jeff White, to approve the minutes of the regular board meeting held December 11, 2025, the general expenses from December 1 to December 28, 2025, and the Zions Bank Bond payment in the amount of \$1,291,210.38 and \$83,530.83; respectively. The motion was approved as follows: Mick Sudbury, yea, Dan Stewart, yea, and Jeff White, yea.

**DEPARTMENT REPORTS****General Manager Report:** Clint highlighted the following:

**Staffing:** Later on in the agenda a new position will be discussed, service maintenance facilities position.

**Operations – Water:** Trevor and Steve have been working on drafting an asset management plan that is required for the Division of Drinking Water loan. This is a positive step. Once complete, will be presented to the Board. The new public water system fee has been postponed and the fee was cut 50% of what was proposed. Clint wanted to get the Board's feelings about leasing the District's Utah Salt Lake Canal shares, he proposed leasing 75% of the shares the District owns. Board agreed. An agreement will be brought back to the Board at a later date.

**Operations – Wastewater:** Dallas has been struggling with a crane issue in the solids handling building. The cost to fix could be expensive. Continuing to investigating the solutions. Snyderville Basin visited the Reuse Facility.

**Operations – Office:** LeIsle has completed a Spanish version of the District's Account Application Card, with help with Dessire. Staff was trained on the Data Privacy training for the year.

**Communication & Morale:** Clint attended a West Valley Counsel meeting in regards to the rezoning the property next to the Wastewater Treatment Plant. The application was denied, a positive for the District. Met with Kennecott to discuss secondary water options for the golf course. There was a customer flyer about water pressure check that will go into customer bills. Trevor is working on the Master Plan, Impact Fee Facility Plans and the Impact Fee Analysis for the near future. We did have one customer report of a sewer backup which ended up being on the customer's side.

No action was taken, for full discussion please go to the board meeting recording beginning at position 3:24 to 16:43. Please also see the general manager's report inserted in the board meeting packet.

**Engineering Report:** Trevor reported on ongoing projects. No action was taken, for full discussion, please go to the board meeting recording beginning at position 17:36 to 19:29. Please also see the engineering insert in the board meeting packet.

**Water Operations Report (including water production and call out report):** Steve reported The culinary water production for the month of December 2025 was 98.46 million gallons or 302.19 acre feet, a 8.03% increase from December 2024. YTD production was 1,894.03 million gallons or 5,812.98 acre feet, a 8.10% increase from YTD 2024.

We have purchased YTD 806.57-acre feet of water from Jordan Valley Water. Steve reported the total number of call outs for water and wastewater departments for December was 12, and total hours paid was 36. No action was taken, for full discussion please go to the board meeting recording beginning at position 19:30 to 28:20. Please also see the water production report inserted in the board meeting packet.

**Wastewater Operations Report:**

**Magna Water Reclamation Facility Operations Report:** Dallas reported the plant continues to perform well, despite inconsistency in weather. The total annual average on Phosphorus ended up at .86 required to be below 1 mg/l, a new compliance in the District's permit. The collections has been working with Twin D for repairs in sections of the collections system that has been damaged, this has been completed. No action was taken, for full discussion, please go to board meeting recording beginning at position 28:21 to 31:18. Please also see the wastewater report insert in the board meeting packet.

**Controller Report/Clerk Report:**

**Compliance Requirements Report:** LeIsle reported the District is compliance with legal requirements and internal policies. No action was taken, for full discussion, please go to board meeting recording beginning at position 31:19 to 33:15. Please also see the controller/clerk insert in the board meeting packet.

**HR Manager Report:**

Andrew reported to the Board the following:

- Continuing to look at the fall prevention on facilities roof's.
- Managers are working on goals for 2026.
- OSHA 300 logs are coming due & the State randomly chose the District to participate in the Survey of Occupational Injuries and Illness Survey.

No action was taken, for full discussion please go to the board meeting recording beginning at position 33:16 to 35:43.

**WATER AND SEWER AVAILABILITY****Discussion and possible motion to approve the following developments:**

**Salt Lake County Salt Sheds:** This location currently asking only for water service. They will not be connecting to the District's sewer. A motion was made by Jeff White, seconded by Dan Stewart, to approve water services to Salt Lake County Salt Sheds located at 3986 S 8000 W. The motion was approved as follows: Dan Stewart, yea, Mick Sudbury, yea, and Jeff White, yea. For full discussion, please go to board meeting recording beginning at position 35:44 to 39:04.

**PROJECT AWARDS & AGREEMENTS****Discussion and possible motion to approve the following project awards and agreements:**

**EDR Finish and Feed Tank – IGES Geotechnical Investigation Task Order in the amount of \$31,200:** A motion was made by Jeff White, seconded by Dan Stewart, to approve IGES Geotechnical Investigation Task Order for the EDR Finish and Feed Tank Project in the amount of \$31,200. 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 beginning at position 39:05 to 42:37.

**Approve Yoppify Customer Public Portal for AMI metering information for an annual cost of \$17,514:** A motion was made by Jeff White, seconded by Dan Stewart, to approve an annual cost of

\$17,514 to Yoppify for the District's customer Portal for AMI metering information. 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 beginning at position 42:38 to 47:33.

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

**Review Draft Impact Fee Facility Plan and Analysis:** Keith Larson presented the Impact Fee Facility Plan and the Impact Fee Analysis. The IFFP looks at what growth is occurring and what projects are needed to serve that growth. It identifies the percentage that comes from new growth in each of the projects. The IFA takes all of that information and calculates what the appropriate fee would be per connection. The window of time allowed to calculate an impact fee is 10 years. No actions were taken, for full discussion please go to board meeting recording beginning at position 47:34 to 1:00:51. Please also see board meeting packet insert.

**Approve the District's financial advisors to be Zions Public Finance, Inc., name change from Zions Bank Public Finance:** A motion was made by Jeff White, seconded by Dan Stewart, to accept the name change of Zions Public Finance to Zions Public Finance, Inc.. 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 beginning at position 1:00:52 to 1:02:07.

**Consider whether to continue participation in Chamber West membership (formally Magna Chamber of Commerce). Lowest cost option for Magna Water District is the Business Building Membership for \$900/yr:** A motion was made by Jeff White, seconded by Dan Stewart, to not join the Chamber West Membership. 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 beginning at position 1:02:08 to 1:12:26.

**Job description for Service Maintenance Facilities position:** A motion was made by Jeff White, seconded by Dan Stewart, to move forward with the Service Maintenance Facilities position as shown in the job description. The motion was approved as follows: Jeff White, yea, Dan Stewart, yea and Mick Sudbury, yea. For full discussion please go to board meeting recording beginning at position 1:12:27 to 1:29:39.

**For information and discussion only – no action items:**

**Election Plan Draft:** LeIsle has been compiling an Election Plan for 2026. The Draft Plan was presented to the Board for their information. No action was taken, for full discussion please go to board meeting recording beginning at position 1:29:40 to 1:42:07. Please also see board meeting packet insert.

**Next board meeting – February 12, 2026, at 10:00 am**

**TRAINING & SAFETY****Discussion and possible motion to approve the following training & safety items:****Spring Conferences & Attendees:**

**Rural Water – February 23 – 27, 2026, Dixie Center, St. George, UT**  
**Water Users – March 16 – 18, 2026, Dixie Center, St. George, UT**

**UGFOA – March 31 – April 2, 2026, Dixie Center, St. George, UT**

**AWWA – Mid Year – April 8, 2026, Sandy, UT**

**WEAU – April 14 – 17, 2026, Dixie Center, St. George, UT**

A motion was made by Jeff White, seconded by Dan Stewart, to approve the conferences and attendees as presented plus any board members that wish to attend. 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 beginning at position 1:42:29 to 1:47:52. Please also see board meeting packet insert.

**Motion to take a brief recess and immediately following, meet in a closed meeting to discuss: (1) the purchase, exchange, lease, or sale of real property, including any form of a water right or water shares, (2) pending or reasonably imminent litigation; and (3) collective bargaining issues pursuant to Utah Code Ann. §§ 52-4-204 through 205:** A motion was made by Jeff White, seconded by Dan Stewart, to take a brief recess and immediately following meet in a closed meeting to discuss: (1) the purchase, exchange, lease, or sale of real property, including any form of a water right or water shares, (2) pending or reasonably imminent litigation; and (3) collective bargaining issues pursuant to Utah Code Ann. §§ 52-4-204 through 205. The motion was approved as follows: Mick Sudbury, yea, Dan Stewart, yea and Jeff White, yea at 11:48 am.

**Motion to close the closed meeting and re-open the public board meeting:** A motion was made by Dan Stewart, seconded by Jeff White, to close the closed meeting and re-open the public board meeting at 12:48 pm. The motion was 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.

**Motion to immediately meet in a closed meeting to discuss the character, professional competence, or physical or mental health of an individual pursuant to Utah Code Ann. § 52-4-204 through 205(1)(a):** This closed session was not held.

**Other Business:** None

**Adjourn:** Having no further business to discuss, a motion was made by Dan Stewart, seconded by Jeff White, to adjourn the meeting at 12:49 pm. The motion was approved as follows: Dan Stewart, yea, Mick Sudbury, yea, and Jeff White, yea.

*Leahle Fitzgerald*

Attest

*Mick Sudbury*

Chairperson