

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 16, 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  
Raymond Mondragon, Water Operations Manager  
Dallas Henline, Wastewater Operations Manager  
Andrew Sumsion, HR Manager  
Beau Lamper, Wastewater Operations Leadman  
Chett Draper, Wastewater Operations Maintenance  
Scott Beck, Wastewater Operations Maintenance  
Dyllan Delobel, Wastewater Operations Maintenance

**Also Present:**

Nathan Bracken, Smith Hartvigsen PLLC  
Don Olsen, Epic Engineering  
Marie Owens, AE2S  
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 April 11, 2024**

**Expenses for April 1 to May 5, 2024:**

**General Expenses:** \$1,246,852.79

**Zions Bank Bond Payment:** \$-0-

A motion was made by Dan Stewart, seconded by Jeff White, to approve the minutes of the regular board meeting held April 11, 2024, and to approve the general expenses from April 1 to May 5, 2024, and the Zions Bank Bond payment in the amount of \$1,246,852.79 and \$-0-, respectively. The motion was approved as follows: Mick Sudbury, yea, Dan Stewart, and Jeff White, yea.

**EMPLOYEE RECOGNITION**

Dallas Henline recognized the Wastewater Treatment Plant crew for their Outstanding Treatment Plant under 5 mg/d award from WEAU. The last time the award was won by Magna Water District was 1987. For full discussion please go to board meeting recording beginning at position 2:17 to 6:09.

**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:

- Virginia Fish is retiring effective May 31, 2024. Retirement party will be held on May 28, 2024 at 12:00 pm, wanted to invite the Board of Trustees.
- The front office position has been posted in-house, there was no applicants from inside, and posted the position outside the District. There have been nearly 150 applicants, the position was closed on Tuesday. Will be interviewing candidates next week.
- A candidate has been selected for the wastewater collections position, will be doing a walk through with the candidate next week.
- Interviews have been lined up for the Water Construction position next week.
- PFAS is being talked about more and more regarding culinary water, but now with wastewater. Known as "forever chemicals". Magna Water District has done some testing for them, did not find any indication so far in the drinking water system. There is a likelihood that the District will see it in the wastewater system.
- Jordan Valley has done some data analysis on the District's water use data. They provided the District with a report. They indicated the District was doing a great job on conserving as a community in comparison with other member agencies. The areas where the District can improve on would be our water loss, continuing to find and repair leaks, ones that don't surface, how to track any water that is not getting into the system. The District has applied for a grant with Jordan Valley Water for a leak detection program for the District.
- Clint & Trevor met with Dan Torres, Economic Development Director for MSD, meeting went well.

No actions were taken, for full discussion please go to board meeting recording beginning at position 7:28 to 18:51.

**Engineering Report:**

Trevor reported on the 2023 Waterline replacement project, Improvements to Office Building – Lobby Office, WRF Reuse Project, and the Change House at the WWTP. No actions were taken, for full discussion, please go to board meeting recording beginning at position 18:52 to 33:56. Please also see the engineering insert in the board meeting packet.

**Water Operations Report (including water production and call out report):** Raymond presented the production report. The culinary water production for the month of April was 100.03 million gallons or 274.18-acre feet, a 12.51% increase from 2023. YTD was 365.04 million gallons or 990.08-acre feet, a 31.35% increase from 2023. We have purchased 263.70-acre feet of water from Jordan Valley Water. Raymond reported the total number of callouts for the month of April was 15 callouts and a total of 61.5 hours. No actions were taken, for full discussion please go to board meeting recording beginning at position 33:57 to 37:07. Please also see the water production report insert in the board meeting packet.

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

Dallas reported for the collections system there are two different contractors beginning work starting next week. Don Calvert lining manholes will start on the South Frontage Rd between 7200 W and 8000 W, working over to 8400 W. Twin-D Construction scheduled to do spot repairs in some of the collection lines. Huber will be coming for a 40-hour service next week on some of the wash compactors and grit removal equipment. Chlorine project is continuing and should be complete early July. There were no actions taken, for full discussion, please go to board meeting recording beginning at position 37:08 to 43:30.

**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 43:31 to 44:49. Please also see the controller/clerk insert in the board meeting packet.

**1<sup>st</sup> Quarter 2024 Budget vs. Actual Financial Report:** LeIsle presented the 1<sup>st</sup> quarter 2024 budget vs actual report. The revenues are slightly over what has been budgeted, and the expenses are slightly under what has been budgeted. Compared to budget, the District is within budget. No actions were taken, for full discussion please go to board meeting recording beginning at position 44:50 to 47:53.

**HR Manager Report:**

Andrew reported to the Board the following:

- Safety focus for the month of May is Traffic Safety.
- Performed annual hearing test were completed.
- Certified all flaggers for a three-year certification.
- Held safety training on gas meters and confined space training.

- Magna Water District will participate in the 4<sup>th</sup> of July celebration.
- Inquired about a summer employee activity. Possibly a Bees Game. Board gave approval to move ahead with the activity.

No actions were taken, for full discussion please go to board meeting recording beginning at position 47:54 to 54:13.

## **PROJECT AWARDS & AGREEMENTS**

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

**AE2S Scope and fee for the 8800 W Waterline Replacement Project in the amount not to exceed \$79,930:** A motion was made by Jeff White, seconded by Dan Stewart, to approve the AE2S scope and fee for the 8800 W Waterline Replacement Project in the amount not to exceed \$79,930. 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 54:14 to 57:16.

**2024 Ventrac 4520N Multiuse sweeper in the amount of \$40,695:** A motion was made by Jeff White, seconded by Dan Stewart, to approve the purchase of a 2024 Ventrac 4520N Multiuse sweeper in the amount of \$40,695. 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 57:17 to 1:00:01.

**Amendment to CRS Engineering task order for Haynes Well #8 Replacement Project in the amount of \$25,000:** A motion was made by Jeff White, seconded by Dan Stewart, to approve the amendment to CRS Engineering task order for Haynes Well #8 Replacement Project in the amount of \$25,000. 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 1:00:02 to 1:02:35.

**Approval to change new uniforms, rugs & bathroom services supplier to Vestis:** A motion was made by Jeff White, seconded by Dan Stewart, to change the supplier of the District's uniforms, rugs & bathroom services to Vestis contingent on legal review of contract. 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 1:02:36 to 1:06:44.

**Property Purchase and Sale Agreement with Northrop Grumman System Corporation for Zone 3 Reservoir property in the amount of \$14.00/square foot – estimated to be \$3,756,614.40. Final amount will be determined based on survey:** A motion was made by Jeff White, seconded by Dan Stewart, to approve the property Purchase and Sale Agreement with Northrop Grumman System Corporation for Zone 3 Reservoir property in the amount of \$14.00/square foot – estimated to be \$3,756,614.40. 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 1:06:45 to 1:10:17.

**Temporary Construction Easement Boundary Line Agreement and Restrictive Covenants with Northrop Grumman System Corporation for Zone 3 Reservoir property.**

**Temporary construction easement amount of \$18,000 per month with four months due at execution of Easement Agreement initially in the amount of \$72,000:** A motion was made by Jeff White, seconded by Dan Stewart, to approve the Temporary Construction Easement Boundary Line Agreement and Restrictive Covenants with Northrop Grumman System Corporation for Zone 3 Reservoir property. Temporary construction easement amount of \$18,000 per month with four months due at execution of Easement Agreement initially in the amount of \$72,000, subject to Northrop Grumman agreeing to the change regarding the noxious weeds in the easement area, only the easement area, not the entire property. 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 1:10:18 to 1:13:05.

**ADMINISTRATIVE**

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

- 1. Resolution 2024-01; Resolution Supporting an Application to hold Elections to the Board of Trustees during the Regular General Election Cycle Under Utah Code Section 17B-1-306(14) Election Change Resolution 2024-01:** A motion was made by Jeff White, seconded by Dan Stewart, to approve Resolution 2024-01; a Resolution Supporting an Application to hold Elections to the Board of Trustees during the Regular General Election Cycle Under Utah Code Section 17B-1-306(14) Election Change Resolution 2024-01. Upon this change of Election period, and approval of the request, the Trustee Candidacy period will be in January. Chairman recused his self from voting on the above agenda item. The motion was approved as follows: Mick Sudbury, (did not vote), Jeff White, yea and Dan Stewart, yea. For full discussion please go to board meeting recording beginning at position 1:14:56 to 1:21:21.
- 2. Election Cycle Change Application Letter to Lt. Governor Deidre M Henderson:** This agenda item was meant to be part of the above item. The resolution approves the letter to Lt. Governor Deidre M Henderson and the sending of the letter.
- 3. Magna Water Collections System Health Assessment 2024:** Dallas presented to the Board the collection system health assessment provided by the acoustic analysis performed by SL Rat system of the collections system. No actions were taken, for full discussion please go to board meeting recording beginning at position 1:21:22 to 1:29:03.

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

- Next month's board meeting – June 6, 2024, at 10:00 am.** Jeff White has a conflict with this date and will be out of town. A motion was made by Jeff White, seconded by Dan Stewart, to change the June 2024 regular board meeting to June 13, 2024, at 10:00 am, due to conflicts of schedule. The motion was approved as follows: Mick Sudbury,

yea, Dan Stewart, yea and Dan Stewart, yea. For full discussion please go to board meeting recording beginning at position 1:29:04 to 1:30:28.

- **Possible Special board meeting – June 27, 2024, at 10:00 am to review and accept 2024 Certified Tax Rate**

**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 11:32 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 1:12 p.m. The motion was seconded by Dan Stewart, yea, and approved as follows: Mick Sudbury, yea, Dan Stewart, 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 Dan Stewart, seconded by Jeff White, to adjourn the meeting at 1:13 pm. The motion was approved as follows: Mick Sudbury, yea, Dan Stewart, yea, and Jeff White, yea.

*LeAnne Fitzgerald*  
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Attest

*Mick Sudbury*  
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Chairperson