

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 12, 2025, at 10:12 a.m. (immediately following the public hearing) 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 10:12 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  
Dallas Henline, Wastewater Operations Manager  
Andrew Sumsion, HR Manager  
Steve Clark, Water Operations Manager

**Also Present:**

Nathan Bracken, Smith, Hartvigsen PLLC  
Doyle Jenkins  
Marie Owens, AE2S  
Joel Workman, AQS Consulting  
Madison Bertoch, Stantec Engineering  
Alex Buxton, Zions Public Finance  
Don Olsen, Epic Engineering

**Pledge of Allegiance:** Chairman lead those in attendance 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 12, 2025**

**Expenses for June 2 to July 6, 2025:**

**General Expenses:** \$1,858,901.81  
**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 June 12, 2025 and the general expenses from June 2 to July 6, 2025, and the Zions Bank Bond payment in the amount of \$1,858,901.81 and \$83,530.83; respectively. The motion was approved as follows: Dan Stewart, yea, Mick Sudbury, yea, and Jeff White, yea.

### NEW EMPLOYEE INTRODUCTION

**Dessire Magna:** Andrew introduced Dessire Magna working in the office. Dessire expressed her excitement to be working us. Lived in Magna for about 13 years, she's married and has 3 children, and enjoy spending time with her family, traveling, and anything true crime. No action was taken, for full discussion, please go to board meeting recording beginning at position 14:33 to 15:58.

**Dalyn Touhuni & Taylor Warner:** Unable to make it to the meeting today.

### DEPARTMENT REPORTS

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

**Staffing:** The front office and operations, we are fully staffed. Still on hold with the Staff Engineer position.

**Operations – Water:** The draft lease agreement is completed and terms are good on both sides for the parcel next door, waiting on a signature from the parcel owner's signature. Start up of the Reuse water this year has went well. Grounds maintenance is improving.

**Operations – Wastewater:** The wastewater crew has been working on regulating the Chlorine & E coli levels as per permit requirements. Dallas is scheduling a walk thru of reuse facility with state regulators from the Department of Water Quality towards the end of July.

**Office:** A phone tree has been added to the telephone system which includes options for new sign ups and final assessment inquiries, which includes options in Spanish. Has been successful and saves a lot of time. Working on drafting key documents into a Spanish version. Addressing options for noticing customers of emergency shut offs or planned shut offs on the weekend.

**Communication & Morale:** The CCR report was sent out July 1, 2025 and the flyer regarding the best time to water your lawn with July's monthly billings. The participation in the 4<sup>th</sup> of July parade went well and received positive feedback. The change in the operation teams work hours has been positive, and the employees expressed their gratitude and appreciation. Andrew finalized the safety program survey with 23 responses. Employees would like more hands on training and expressed other topics that they feel is important.

No action was taken, for full discussion please go to the board meeting recording beginning at position 14:34 to 43:55. 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 43:56 to 48:38. 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 June was 242.16 million gallons or 743.21-acre feet, a 4.65% increase from 2024. YTD production for June was 834.09 million gallons or

2,559.92-acre feet, a 10.77% increase from 2024. We have purchased YTD 397.91-acre feet of water from Jordan Valley Water. The secondary water production for the month of June was 90.19 million gallons or 276.82-acre feet, a 7.34% increase from 2024. YTD as was 169.04 million gallons or 518.80-acre feet, a 15.49% increase from 2024. Steve reported the total number of call outs for water and wastewater departments for June was 23, and total hours paid was 79. No action was taken, for full discussion please go to the board meeting recording beginning at position 48:39 to 52:56. Please also see the water production report inserted in the board meeting packet.

**Wastewater Operations Report:** Dallas reported the collections crew is running the Vactor truck throughout the District, currently on 3500 S between 8000 W and 7200 W. They are running the camera on 3500 S just below the office working towards 8400 W. The camera equipment in the van is approaching 10 years old, the team has been looking at demos from some manufacturers to see the options that will be available. Dallas reported on the increase of the reuse volume; May, 32 million gallons was used and June was 57 million gallons, about a 75% increase. Based on historical data, July will be the peak usage and anticipate an additional increase. No actions were taken, for full discussion, please go to board meeting recording beginning at position 52:57 to 58:26.

**Controller Report/Clerk Report:**

**Compliance Requirements Report:** LeIsle reported the District is compliance with legal requirements and internal policies. No actions were taken, for full discussion, please go to board meeting recording beginning at position 58:27 to 59:57. Please also see the controller/clerk insert in the board meeting packet.

**HR Manager Report:**

Andrew reported to the Board the following:

- Annual sexual harassment training was held June 26, 2025 for all employees.
- This month's safety focus is PPE.
- Trench shoring training was held.
- Looking into inflatable shoring options.
- The safety survey was completed with good feedback.

No action was taken, for full discussion please go to the board meeting recording beginning at position 59:58 to 1:08:39.

**PROJECT AWARDS & AGREEMENTS**

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

**AE2S Amendment No. 1 to task order No. 7 LCRR/LCRI support in the amount of \$80,000:** A motion was made by Jeff White, seconded by Dan Stewart, to approve AE2S Amendment No. 1 to task order No. 7 LCRR/LCRI support in the amount of \$80,000. 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 1:08:40 to 1:11:11.

**ADMINISTRATIVE**

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

**Notice of 2026 Budget Hearing to Salt Lake County Treasurer's Office:** Each year the County asks for this information in order to put the information on property owner's property tax notifications. The Budget Hearing will be held November 13, 2025 at 10:00 am, located at 8885 W 3500 S, with no tax increase proposal. No action was taken, for full discussion please go to the board meeting recording beginning at position 1:11:12 to 1:11:59.

**Resolution 2025-07 amending the district's Administrative Rules and Regulations to enact a light duty policy:** A motion was made by Jeff White, seconded by Dan Stewart, Resolution 2025-07 amending the District's Administrative Rules and Regulations to enact a light duty policy. 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 1:12:00 to 1:21:39.

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

**Next month's board meeting – August 14, 2025 at 10:00 am**

**Motion to take a brief recess and immediately following, meet in a closed meeting to discuss (1) the character, professional competence, or physical or mental health of an individual, (2) the purchase, exchange, or lease of real property, including any form of a water right or water shares, and (3) collective bargaining purposes pursuant to Utah Code Ann. §§ 52-4-204 through 205:** Jeff White made a motion to take a brief recess and immediately following, meet in a closed meeting to discuss (1) the character, professional competence, or physical or mental health of an individual, (2) the purchase, exchange, or lease of real property, including any form of a water right or water shares, (3) collective bargaining purposes pursuant to Utah Code Ann. §§52-4-204 through 205. The motion was seconded by Dan Stewart, and approved as follows: Dan Stewart, yea, Mick Sudbury, yea, and Jeff White, yea at 11:35 am.


**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 1:31 pm. The motion was seconded by Dan Stewart and approved as follows: Dan Stewart, yea, Mick Sudbury, 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 1:32 pm. The motion was approved as follows: Dan Stewart, yea, Mick Sudbury, yea, and Jeff White, yea.

  
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Attest

  
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Chairperson