

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, August 8, 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, excused
Dallas Henline, Wastewater Operations Manager
Matt Skogerboe, EDR/Customer Service Operations Leadman
Andrew Sumsion, HR Manager

Also Present:

Nathan Bracken, Smith Hartvigsen PLLC
Megan Jenkins, Yoppify Representative
Bart Forsyth, Yoppify Representative
Todd Richards, Planning & Zoning
Sam Fankhauser, AE2S
David Brickey, Magna City
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 July 11, 2024

Expenses for July 1 to July 28, 2024:

General Expenses: \$576,379.67

Zions Bank Bond Payment: \$83,492.50

A motion was made by Dan Stewart, seconded by Jeff White, to approve the minutes of the regular board meeting held July 11, 2024, and the general expenses from July 1 to July 28, 2024, and the Zions Bank Bond payment in the amount of \$576,379.67 and \$83,492.50; 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 items:

- The District is fully staffed at 35 employees. Good for the foreseeable future, making a suggestion if operations change with sludge removal from the wastewater treatment plant, there may be the need for another position at the plant.
- Clint reported to the Board on the secondary water meter installation program to utilize the grant received. There are just over 400 locations who have a lateral but doesn't have a meter installed. Letters have gone out to the owners of the properties, and have started installing the secondary water meters. We have positive and negative feedback from those property owners. The negative feedback is concerning water quality plugging sprinkler heads, and the cost to hook up to the secondary system on the customer's side. Clint confirmed with the Board that they still don't want this to be made mandatory at this point with connecting to the secondary system. Board confirmed.
- Water operations is working on locating a valve in the system somewhere at 8400 W and 4100 S. The District's crew has tried to locate it, it is believed to be closed and is creating a problem with availability of water flowing from both directions. We have a new development that will need to tie into this line and without the valve located and turned on, it will create flow problems. Management is in the process of negotiating with Noland & Sons to get a cost estimate and will bring it back to the Board for possible approval.
- The District's first round of EDR stack replacements will be arriving in September. The District has gotten 16 years out of the original stacks where the projected use was for 10 years. The new stacks are a new model claiming to be more efficient which could result in a longer period of use time.
- Dallas's team continues to be successful in the biomonitoring test.
- The large open screw press pumps have been delivered to the Wastewater Treatment Plant, for the Influent Pump Station Project.
- Yoppify is going to present their software services to the Board today later in the agenda. Management feels there is potential of savings.
- The telephone system upgrade will be completed in the next few weeks.

No actions were taken, for full discussion please go to board meeting recording beginning at position 2:22 to 24:11. Please also see the general manager's report insert in the board meeting packet.

Engineering Report:

Trevor reported on the **2023 Waterline replacement project**, 8850 W is completed, and services are done and tied over and repaved. 9000 W the piping has been completed; they are about halfway through all of the services. **WRF Reuse Project**, is moving along and on schedule. Trevor showed some pictures taken of the project. **WWTP Influent Pump Station project**, the project kick-off meeting was held with Corrio Construction, and the screw pump equipment has been delivered, the grit washing equipment will come later in the year. Groundbreaking is expected sometime late September. **Lobby Office**, the doors have been swapped over and the door handles have been changed. No actions were taken, for full discussion, please go to board meeting recording beginning at position 24:12 to 27:27. Please also see the engineering insert in the board meeting packet.

Water Operations Report (including water production and call out report): Matt Skogerboe reported to the board the culinary water production for the month of July was 250.02 million gallons or 767.34-acre feet, a 2.03% decrease from 2023. YTD was 994.32 million gallons or 3,051.67-acre feet, a 7.1% increase from 2023. We have purchased 468.53-acre feet of water from Jordan Valley Water. The secondary water production for the month of July was 100.88 million gallons or 309.61-acre feet, a 28.19% increase from 2023. YTD as was 243.74 million gallons or 748.07-acre feet, a 35.6% increase.

Matt reported the total number of call outs for water and wastewater departments for July was 20. The total hours paid for those call outs was 94.5. There was discovered there is a typographical error on the call out summary page in the board meeting packet.

Matt also reported that the culinary water spraying onto the secondary drum screen to keep it clean has been removed because the new pump was delivered and installed, and it seems to be running good. Staff will continue to monitor the operation of the pump.

No actions were taken, for full discussion please go to board meeting recording beginning at position 27:28 to 34:22. Please also see the water production report insert in the board meeting packet.

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

Dallas presented to the Board a map of the collection lines that have been lined in the District. The treatment plant crew has been performing routine maintenance. Dallas indicated he now has three months of data from after the aeration upgrade units were installed and will bring this information to the board next month. There were no actions taken, for full discussion, please go to board meeting recording beginning at position 34:23 to 41:58.

Controller Report/Clerk Report:

Compliance Requirements Report: LeIsle reported the District is up to date with legal requirements and internal policies.

June 30, 2024, Budget vs Actual & Financial Report: LeIsle presented to the Board where the District's revenue and expenditures are compared to budget, the amount of restricted and

unrestricted monies in the bank, the expenditures made on capital improvements (projects) and the amount of monies used to reduce the District's debt for the 2nd quarter ending June 30, 2024.

No actions were taken, for full discussion please go to board meeting recording beginning at position 41:59 to 47:27. Please also see the controller/clerk insert in the board meeting packet.

HR Manager Report:

Andrew reported to the Board the following:

- Andrew reported to the Board Staff has been focusing on safety for the last couple of months. The picture in the board packet is of the safety trench box that has been delivered and will be used. Also pocket comptometers have been purchased to test the soil where the trench is being dug to determine if shoring is needed in the trench box.
- The District is in the final planning phase of the Employee Recognition Dinner on December 13, 2024. Andrew wanted feedback from the Board. He wanted to know if they are happy of the location and the size of the room. The Board indicated a little bit larger room would be great and the location is good also.

No actions were taken, for full discussion please go to board meeting recording beginning at position 47:28 to 54:32.

Clint Dilley asked Board Chairman if it would be okay to move to Item J(1) Presentation & discussion on Yoppify Services. Chairman agreed.

Presentation and discussion on Yoppify Services: Megan Jenkins, Yoppify representative, presented a brief overview of what Yoppify Services would offer the District. The general concept with this software is a way to communicate easily and effectively with the District's customers. Notifications and communication with the District's customers can be done via web services, web chat, emails, texts, phone calls, or mailers. Notifications can be sent out geographically, district wide, or specific selected customers. The District could use Yoppify in shut off notifications, construction in the area notifications, payments due notifications, district wide emergency notifications, etc. The Board wanted Management to bring this back for possible approval in September. No actions were taken, for full discussion please go to board meeting recording beginning at position 54:53 to 1:15:24. Please also see insert in the board meeting packet.

WATER & SEWER AVAILABILITY

Discussion and possible motion to approve the following developments:

Can-Am Logistics Facility located at 7415 W SR201 South Frontage Road: A motion was made by Jeff White, seconded by Dan Stewart to approve water and sewer services to the Can-Am Logistics Facility located at 7415 W SR201 South Frontage Road. 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 1:15:30 to 1:17:51.

Quick Quack Carwash located at 8426 W Wahakie Ln: A motion was made by Jeff White, seconded by Dan Stewart to approve water and sewer services to the Quick Quack Carwash located at 8426 W Wahakie Ln. 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 1:17:52 to 1:20:02.

Oil Changers located at 8146 W 3500 S: Trevor explained this development is located at 8146 W 3500 S, there is existing water and sewer mains provided to a residential zoned lot, it will be rezoned to commercial. Board Chairman suggested this project approval be tabled until the rezoning is completed through Magna City Planning and Zoning. When complete, it can be presented for approval by the Board at that time. A motion was made by Jeff White, seconded by Dan Stewart, to table this agenda item for a later date. 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 1:20:03 to 1:22:55.

PROJECT AWARDS & AGREEMENTS

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

Purchase of Additional microphones for board room table, 3 for \$5,853, and 2 for \$3,626 from Webb – Integration and Sales: A motion was made by Jeff White, seconded by Dan Stewart, to approve the purchase of 3 additional microphones for the board room in the amount of \$5,853. 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 1:22:56 to 1:26:05.

AE2S Task Order for EDR Water Treatment Plant Finish and Feed Tank redundancy plan in the amount of \$117,170: A motion was made by Jeff White, seconded by Dan Stewart, to the AE2S Task Order for EDR Water Treatment Plant Finish and Feed Tank redundancy plan in the amount of \$117,170. 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 1:26:06 to 1:28:00.

Bowen, Collins and Associates Task Order for Master Plan Update in the amount of \$159,904: A motion was made by Jeff White, seconded by Dan Stewart, to approve the Bowen, Collins and Associates Task Order for Master Plan Update in the amount of \$159,904. 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 1:28:01 to 1:30:15.

Manhole to manhole slip line repair project with C&L Water Solutions in the amount of \$128,087: A motion was made by Jeff White, seconded by Dan Stewart, to approve manhole to manhole slip line repair project with C&L Water Solutions in the amount of \$128,087. 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 1:30:16 to 1:31:36.

AE2S Task Order for SCADA Upgrades to offsite facilities in the amount of \$167,692: A motion was made by Jeff White, seconded by Dan Stewart, to approve the AE2S Task Order for SCADA Upgrades to offsite facilities in the amount of \$167,692. 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 1:31:37 to 1:33:30.

Stantec Amended Task Order to WRF Treatment Master Plan in the amount of \$31,742: A motion was made by Jeff White, seconded by Dan Stewart, to approve the Stantec Amended Task Order to WRF Treatment Master Plan in the amount of \$31,742. 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 1:33:31 to 1:36:22.

Bowen, Collins and Associates Design and Bidding Task Order for 3100 S Secondary Waterline Project in the amount of \$67,360: A motion was made by Jeff White, seconded by Dan Stewart, to approve Bowen, Collins and Associates design and bidding task order for 3100 S Secondary Waterline Project in the amount of \$67,360. 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 1:36:23 to 1:39:24.

Landmark Companies for shelf removal and paint in General Managers Office in the amount of \$1,495: A motion was made by Jeff White, seconded by Dan Stewart, to approve the shelf removal and paint in the General Managers Office in the amount of \$1,495 by Landmark Companies. 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 1:39:25 to 1:40:29.

ADMINISTRATIVE

Discussion and possible motion to approve the following administrative items:

Presentation & Discussion on Yoppify Services: Moved to earlier in meeting see above (Prior to Water & Sewer Availability items)

Rocky Mountain Power demand response program: Trevor explained to the Board that RMP has approached the District regarding their Demand Response Program which could enable RMP to suspend large capacity projects or having to purchase very expensive power from elsewhere. The program basically pays customers to take their power off the grid at certain times. For the District it would mean the wastewater plant and the water treatment plant would go off grid and use generators during those times. The downtimes would be under ½ hour each, RMP notifies the customer that a power outage will occur and asks for the customer to go off grid, the District would respond and switch to generators, and come back on the grid when RMP notifies it's good to come back on. This program is not mandatory, and the District can choose to respond to the off-power times or not, there is no consequence to the District chooses not to go off grid. RMP gives the customer quite a bit of flexibility in the program. The Trustees expressed their concern with this program and what effects it will have on the District. Trustees counseled Management to do additional evaluation of how the District's

systems are, if switching to the generator is automatic or manual, possible man hours caused by going on and off the grid, and other evaluation and report back to them. For full discussion, please go to board meeting recording beginning at position 1:40:30 to 1:56:31.

Discussion regarding agenda language – Nathan Bracken: Nathan Bracken, District’s legal counsel, suggested the language for the agenda, when a motion is made to meet in closed session, include the break that the Board takes before they go into the closed meeting. The language suggested is below. For full discussion, please go to board meeting recording beginning at position 1:56:32 to 1:57:27. 32

Discussion on Municipal Service District approval of zoning for new development prior to being submitted to Magna Water District for approval: Clint wanted to have a discussion regarding projects that are coming to the District that want to do a zoning change. Management and Board feels those projects should not be coming to the District before the zoning change is completed because the zoning change will/may affect water use. The Board counseled Management to meet with Magna City, MSD, and Planning & Zoning Department to discuss this situation, and to a possible different type of letter, not a “will-serve” letter to provide to developers stating the District can provide water and sewer service if all District requirements are met. No actions were taken, for full discussion please go to board meeting recording beginning at position 1:57:32 to 2:14:40.

For Information and discussion only – no action items:

Next Month’s board meeting – September 12, 2024, 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, and (2) 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 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, and (2) 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 12:15 pm

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 1:42 p.m. The motion was seconded by Mick Sudbury, yea, and approved as follows: Mick Sudbury, yea and Dan Stewart, 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 Mick Sudbury, to adjourn the meeting at 1:43 pm. The motion was approved as follows: Mick Sudbury, yea and Dan Stewart, yea.

LeAnn Fitzgerald

Attest

Mick Sudbury

Chairperson