

**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, October 20, 2022, 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 Dille, General Manager  
LeIsle Fitzgerald, District Controller  
Trevor Andra, District Engineer  
Raymond Mondragon, Water Operations Manager, excused  
Dallas Henline, Wastewater Operations Manager  
Andrew Sumsion, HR Manager  
Steve Clark, Water Operations Construction Leadman

**Also Present:**

Nathan Bracken, Smith Hartvigsen PLLC  
Don Olsen, Epic Engineering  
Jason Luettinger, Bowen Collins Associates  
Todd Richards, Planning & Zoning  
Dan Peay, Magna Township Mayor  
Marie Owens, AE2S  
Tia Crow, Avenue Consultants

**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 September 8, 2022**

**Minutes of the regular board meeting held September 9, 2022**

**Expenses for September 5 to October 16, 2022:**

**General Expenses:** \$1,257,755.54

**Zions Bank bond payments:** \$83,282.19

Before a motion was made and voted on, Clint pointed out the different format of the minutes. LeIsle added the District is legally required to post the recording of the meeting. The format now includes the agenda item as noticed, a brief explanation of the item and any action taken by the Board. If there was discussion, the minutes refer to the position on the recording the discussion was held.

A motion was made by Jeff White, seconded by Dan Stewart, to approve the minutes of the regular board meeting held September 8 and September 9, 2022, the general expenses, and the Zions Bank bond payment from September 5 to October 16, 2022, in the amount of \$1,257,755.54 and \$83,282.19, respectively. The motion was approved as follows: Mick Sudbury, yea, Jeff White, yea and Dan Stewart, yea.

**DEPARTMENT REPORTS**

**General Manager Report:**

**Introduction of new employee – Andrew Sumsion, HR Manager:** Clint introduced Andrew Sumsion to the Board and asked if Andrew would give a brief overview of his background. Please see board meeting recording position 3:46 to 7:23.

**STAFFING:**

Clint updated the Board on the status on the District's Customer Service/Meter Technician and Collections Service Maintenance positions. For full discussion see board meeting recording position 8:01 to 8:44.

**OPERATIONS:**

Clint reported on the status of the District leaks and repairs, new logos on the District's storage tanks, power outage at the Barton & Haynes wellfield, the secondary water system, the EDR facility and updated the Board on the delinquent accounts. For full discussion see board meeting recording position 8:50 to 20:04.

**Engineering Report:**

Trevor reviewed ongoing projects, including the 2022 water and sewer replacement and upgrade project, tank painting project, Zone 3 secondary water pump station, and the Haynes 2 rehabilitation project. Full discussion can be found on the recording at position 20:05 to 23:04.

**Well field ground water levels:** Trevor Andra presented to the Board a graph showing the trend of the ground water levels of Haynes #4. There were no actions taken, for full discussion please see board meeting recording position 23:01 to 26:45.

**Water Operations Report (including water production and call out report):**

**Water Production Summary:** Steve Clark reported the water production and callout report for the month of September 2022. There were no actions taken, for full discussion please see board meeting recording position 26:48 to 29:00.

**Wastewater Operations Report (including status and call out report):** Dallas reported on a sewer collections repair on 8400 W & Western Drive with potential road closure. He also updated the Board on the progress the new employees are making on acquiring their CDL

licenses and reported on the operations of the Collections Crew and the WWTP and the State Compliance Inspection. There were no actions taken, for full discussion please see board meeting recording position 29:02 to 38:55.

**Controller Compliance Status Report:** LeIsle presented to the Board the compliance report included in the board meeting packet. She reported all compliance requirements that had recently been completed and requirements that will be due October – November 2022. There were no actions taken. For full discussion please see board meeting recording position 38:56 to 41:20.

### **Water and Sewer Availability**

**Discussion and possible motion to approve the following developments:** Trevor Andra presented to the Board the following developments making application for the District's water and sewer services. For full discussion please see board meeting recording position 41:21 to 48:50.

**Dahle Magna Apartments located at 7341 W 3500 S:** Upon recommendation of approval from the District Engineer, a motion was made by Jeff White, seconded by Dan Stewart, to approve the Dahle Magna Apartments located at 7341 W 3500 S. The motion was approved as follows: Mick Sudbury, yea, Dan Stewart, yea and Jeff White, yea.

**ARA Building E located at 6505 W 2403 S:** Upon recommendation of approval from the District Engineer, a motion was made by Jeff White, seconded by Dan Stewart, to approve the ARA Building E located at 6505 W 2403 S. The motion was approved as follows: Mick Sudbury, yea, Dan Stewart, yea and Jeff White, yea.

**ARA Building F located at 6505 W 2351 S:** Upon recommendation of approval from the District Engineer, a motion was made by Jeff White, seconded by Dan Stewart, to approve the ARA Building F located at 6505 W 2350 S. The motion was approved as follows: Mick Sudbury, yea, Dan Stewart, yea and Jeff White, yea.

### **PROJECT AWARDS & AGREEMENTS**

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

**Approve purchase of SCADA sensors and floats for the Wastewater Treatment plant in the amount of \$9,275:** A motion was made by Jeff White, seconded by Dan Stewart, to approve the purchase of SCADA sensors and floats for the Wastewater Treatment plant in the amount of \$9,275. The motion was approved as follows: Mick Sudbury, yea, Jeff White, and Dan Stewart, yea. Full discussion can be found on the board meeting recording at position 48:51 to 50:16.

**Approve purchase from Alphagraphics, large east wall display in lobby and system maps display down main office hallway in the amount of \$4,725.42:** A motion was made by Jeff White, seconded by Dan Stewart, to approve purchase from Alphagraphics, large east wall display in lobby and system maps display down main office hallway in the amount of \$4,725.42. The motion was approved as follows: Mick Sudbury, yea, Dan Stewart, yea, and Jeff White, yea. Full discussion can be found on the board meeting recording at position 50:17 to 54:16.

## ADMINISTRATIVE

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

**Discussion on Tentative 2023 Budget:** Management presented the tentative 2023 budget and reviewed a few of the selected projects that are in the budget. For full discussion please see board meeting recording position 54:17 to 2:20:36.

**Adopt Resolution 2022-04 Regarding the 2023 Tentative Budget:** A motion was made by Jeff White, seconded by Dan Stewart, to adopt the Resolution 2022-04 approving the presented budget, with one amendment to the “Wellfield Rehabilitation *Haynes* Well #5 (source Rehab #2)”, found in the Water Division capital facilities section, to read “Wellfield Rehabilitation *Barton* Well #5 (source Rehab #2)”, as the District’s 2023 Tentative Budget, to schedule the Budget Hearing to be held on November 9, 2022, at 6:00 pm, and to hold the Regular Board Meeting for November the same day, November 9, 2022, at 4:00 pm. The motion was approved as follows: Mick Sudbury, yea, Jeff White, yea, Dan Stewart, yea. For full discussion please see board meeting recording position 2:20:37 to 2:30:06.

**Next scheduled regular board meeting, November 9, 2022, at 4:00 pm:** Discussion regarding the next regular board meeting to be held November 9, 2022, at 4:00 pm. A motion was made by Jeff White, seconded by Dan Stewart, to approve the November regular board meeting be held November 9, 2022, at 4:00 pm. The motion was approved as follows: Mick Sudbury, yea, Dan Stewart, yea and Jeff White, yea. Full discussion can be found on the board meeting recording at position 2:30:07 to 2:32:26.

**Discussion and possible motion to appoint Clint Dilley as the Member and Mick Sudbury as the Alternate Member to the UASD Board of Representatives:** A motion was made by Jeff White, seconded by Dan Stewart, to approve the appointment of Clint Dilley as the Member and Mick Sudbury as the Alternate Member to the UASD Board of Representatives. The motion was approved as follows: Mick Sudbury, yea, Dan Stewart, yea and Jeff White, yea. Full discussion can be found on the board meeting recording at position 2:32:27 to 2:33:24.

## TRAINING & SAFETY

### Discussion and possible motion to approve the following training & Safety items:

LeIsle indicated these items were included on the agenda to remind Management and the Board this training was coming up.

**UASD Annual Convention, November 2 – 4, 2022, Davis Conference Center, Layton, UT.** The Board’s attendance to this conference will satisfy the State of Utah Board Member training requirements for 2022. A motion was made by Jeff White, seconded by Dan Stewart, to approve attendance to the UASD Annual Convention, November 2 – 4, 2022, Davis Conference Center, Layton, UT. The motion was approved as follows: Mick Sudbury, yea, Dan Stewart, yea and Jeff White, yea. Full discussion can be found on the board meeting recording at position 2:33:25 to 2:34:48.

**Scheduled December 1, 2022, to hold in house Trustee training, presented by UASD, if Trustees do not make it to the UASD Conference:** This training will not be necessary if all Board members are able to attend the above conference.

**Motion to meet immediately in closed session to discuss the character, professional competence, or physical or mental health of an individual, pending or reasonably imminent litigation, 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 the character, professional competence, or physical or mental health of an individual, pending or reasonably imminent litigation, 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. The open session of the Board meeting was closed at 12:36 p.m. See board meeting recording position 2:34:49 to 2:35:43.

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

Lea Isle Fitzgerald  
Attest

Mick Sudbury  
Chairperson