

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, November 13, 2025, 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 10:56 am.

**Trustees Present:**

Mick Sudbury, Chairman  
Jeff White  
Dan Stewart, excused

**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

**Also Present:**

Nathan Bracken, Smith, Hartvigsen PLLC  
Don Olsen, Epic Engineering  
Clint Rogers, Stantec Engineering  
Todd Richards, Magna Resident  
Josh Bean, Bowen Collins and Associates  
Doyle Jenkins, Magna Resident  
Stockton Denos, AE2S Engineering  
David R Brickey, Magna City

**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 conflict of interest.

**Approval of Common Consent Items:**

**Minutes of the regular board meeting held October 9, 2025**

**Minutes of the special board meeting held October 16, 2025**

**Expenses for September 29 to November 1, 2025:**

**General Expenses:** \$1,958,239.44

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

A motion was made by Jeff White, seconded by Mick Sudbury, to approve the minutes of the regular board meeting held October 9, 2025, the minutes of the special board meeting held October 16, 2025, the general expenses from September 29 to November 1, 2025, and the Zions Bank Bond payment in the amount of \$1,958,239.44 and \$83,530.83; respectively. The motion was approved as follows: Mick Sudbury, yea, and Jeff White, yea.

## DEPARTMENT REPORTS

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

**Staffing:** As of Monday, the District will be fully staffed. Staff Engineer is starting Monday.

**Operations – Water:** Secondary water shut down went well, staff drained and filed the pond several times to clean it. The depths of the sediment was measured, at the inlet the depth was approximately 17” for just a very small area. The middle of the pond measured 6” and at the far end there was almost no sediment. Finding these measurements, staff recommends that the pond not be dredged.

Four of the eight stacks at the EDR has now been replaced.

**Operations – Wastewater:** Staff has been evaluating hauling needs for the sludge from the plant.

Trevor and Dallas has completed the Risk Management Plan update. Quarter 4 Bio monitoring has been completed.

**Operations – Office:** Working together with the meter crew to reduce the number of no consumption meters, and better the work flow with the crew. The delinquent accounts increased during the summer months which is to be expected. October is back down. The District is still getting effective results with the process. There has been an uptick of safety concerns with the public, dealing with threats with the public. The local police have been very helpful in resolving the issues. Need to continue to be proactive with our employees safety.

**Communication & Morale:** Participated at the trunk-or-treat in the community. Continue to look for ways to continue building the relationships. Coordinating with the MSD with transportation master plan. The safety committee regularly complete facility walk through's and identify any safety issues. Clint expressed his thanks and wanted to highlight the committee.

No action was taken, for full discussion please go to the board meeting recording beginning at position 2:09 to 16:50. 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 16:51 to 22:35. 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 October was 128.49 million gallons or 394.35-acre feet, a 13.96% decrease from 2024. YTD production for October was 1,705.32 million gallons or 5,233.81 acre feet, a 16.46% increase from 2024. We have purchased YTD 671.12-acre feet of water from Jordan Valley Water. The secondary water production for the month of October was 35.15 million gallons or 107.89 acre feet, a 3.25% increase from 2024. YTD as was 483.91 million gallons or 1,485.18 acre feet, a 10.64% increase from 2024. Steve reported the total number of call outs for water and wastewater departments for October was 16, and total hours paid was 60. No action was taken, for full discussion please go to the board meeting recording beginning at position 22:36 to 25:43. 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 flows have increased slightly, from an average of 2.8 – 2.9 mgd, to about 3.0 mgd in October. Finished October with 28.54 mg of reuse water pumped to the secondary water system, including the water used to flush the secondary pond and system. During the winter months, the reuse equipment will continue to run, all the plant flow will go through the equipment and get pumped to the final outfall rather than pumped up to the secondary water system. All reuse equipment was maintained per manufacture specifications and operation and maintenance manuals. The equipment was inspected, all looked good. The 4<sup>th</sup> quarter bio monitoring tests were completed and passed. The plant is in good standing with regards to regulatory compliance and expected to remain in good standing through the end of the year. The collection crew is progressing through the annual maintenance and repairs with contractors, expecting that to be completed by the end of November. There is ongoing coordination with Google Fiber from 8000 W 2100 S to 2700 S. Anticipate that going for several more weeks. No action was taken, for full discussion, please go to board meeting recording beginning at position 25:44 to 28:49. 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.

**3<sup>rd</sup> Quarter Budget to Actual Financial Report – September 30, 2025:** LeIsle presented the board with the actual revenue and expenditures compared to budgeted revenue and expenditures for the period ending September 30, 2025. Revenues are approximately 4.79% over budget and expenditures are approximately 20.34% under budget. Impact fees are approximately 53.10% under budget. The reserve balances have decreased by approximately 38% since October 2024. No action was taken, for full discussion, please go to board meeting recording beginning at position 28:50 to 35:42. Please also see the controller/clerk insert in the board meeting packet.

**HR Manager Report:**

Andrew reported to the Board the following:

- Shirts came in for the operators
- Month's safety topic is cold weather preparedness

No action was taken, for full discussion please go to the board meeting recording beginning at position 35:43 to 36:56.

**WATER AND SEWER AVAILABILITY**

**Discussion and possible motion to approve the following developments:**

**Moody Subdivision Lot 8 located at 6778 W 2100 S (SR-201 North Frontage Rd):** A motion was made by Jeff White, seconded by Mick Sudbury, to approve water and sewer services to Moody Subdivision Lot 8 located at 6778 W 2100 S (SR-201 North Frontage Rd). The motion was approved as follows: Mick Sudbury, yea, and Jeff White, yea. For full discussion, please go to board meeting recording beginning at position 36:57 to 39:04.

**Moody Subdivision Lot 9 located at 6778 W 2100 S (SR-201 North Frontage Rd):** A motion was made by Jeff White, seconded by Mick Sudbury, to approve water and sewer services to Moody Subdivision Lot 9 located at 6778 W 2100 S (SR-201 North Frontage Rd). The motion was approved as

follows: Mick Sudbury, yea, and Jeff White, yea. For full discussion, please go to board meeting recording beginning at position 39:05 to 40:13.

**Iron Workers Warehouse located at 7022 W SR-201 North Frontage Rd:** A motion was made by Jeff White, seconded by Mick Sudbury, to approve water and sewer services to Iron Workers Warehouse located at 7022 W SR-201 North Frontage Rd. The motion was approved as follows: Mick Sudbury, yea, and Jeff White, yea. For full discussion, please go to board meeting recording beginning at position 40:14 to 42:58.

## **PROJECT AWARDS & AGREEMENTS**

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

**Change order to Stantec design task order for Westside Collection Project 1B to include the subsurface investigation, survey, and design of the UDOT fiber optic cable relocation in the amount not to exceed \$108,995:** A motion was made by Jeff White, seconded by Mick Sudbury, to approve the change order to Stantec design task order for Westside Collection Project 1B to include the subsurface investigation, survey, and design of the UDOT fiber optic cable relocation in the amount not to exceed \$108,995. The motion was approved as follows: Mick Sudbury, yea and Jeff White, yea. For full discussion please go to board meeting recording beginning at position 42:59 to 51:16.

**Consider changing janitorial services to Anago for a monthly expense total of \$1,645:** A motion was made by Jeff White, seconded by Mick Sudbury, to approve changing from Vanguard Janitorial Services to Anago Janitorial Services for a monthly expense total of \$1,645. The motion was approved as follows: Mick Sudbury, yea and Jeff White, yea. For full discussion, please go to board meeting recording beginning at position 51:20 to 54:49.

## **ADMINISTRATIVE**

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

**Annual Safety Report:** Andrew reported to the board the annual safety report: See board meeting packet insert Annual Safety Report. No actions were taken, for full discussion please go to board meeting recording beginning at position 54:50 to 1:06:00.

**Amendment to VanTrust Extension Agreement to include storm drain piping for surface water and Haynes well field surface discharge:** Magna Water District has a standard extension agreement for all developments. Trevor informed the board the VanTrust development extension agreement needs to be amended from the District's standard extension agreement to allow for storm water (drainage) from the District's Haynes well field. Currently when water falls on the site, or when we start up a pump, we discharge to the surface and it drains naturally in to the Ritter Canal. What they are intending to do with the development of this site, is run a pipe along their property line to the Ritter canal, which is where the well field naturally drains. It's the District's water from the Haynes well field, it's from the well pumps, in order to maintain that drainage, it will be piped, and it will become our utility and responsibility to maintain when the development is completed. VanTrust will be responsible for the cost and installing of the pipe. A motion was made by Jeff White, seconded by Mick Sudbury, to approve the amendment to VanTrust Extension Agreement to include storm drain piping for surface water and Haynes well field surface discharge. The motion was approved as follows: Mick Sudbury, yea and Jeff White, yea. For full discussion please go to board meeting recording beginning at position 1:06:01 to 1:11:11.

**Approval to surplus 66 Sensus IPearl meters:** A motion was made by Jeff White, seconded by Mick Sudbury, to approve the surplus of 66 Sensus IPearl meters. The motion was approved as follows: Mick Sudbury, yea, and Jeff White, yea. For full discussion please go to board meeting recording beginning at position 1:11:12 to 1:13:26.

**Annual Employee Recognition – Employee Gift Cards:** A motion was made by Jeff White, seconded by Mick Sudbury, to approve the employee gift cards of \$100 each to employee. The motion was approved as follows: Mick Sudbury, yea and Jeff White, yea. For full discussion please go to board meeting recording beginning at position 1:13:27 to 1:14:37.

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

**Next board meeting – December 11, 2025, at 10:00 am**

**District’s Employee Recognition Dinner – December 12, 2025**

**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 Mick Sudbury, and approved as follows: Mick Sudbury, yea, and Jeff White, yea at 12:14 pm.

**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 1:07 pm. The motion was seconded by Mick Sudbury and approved as follows: Mick Sudbury, yea, and Jeff White, yea.

**Motion to immediately meet in a closed meeting to discuss the character, professional competence, or physical or mental health of an individual:** A motion was made by Jeff White, seconded by Mick Sudbury, to meet in closed meeting to discuss the character, professional competence, or physical or mental health of an individual at 1:07 pm. The motion was approved as follows: Mick Sudbury, yea, and Jeff White, yea.

**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 2:31 pm. The motion was seconded by Mick Sudbury and approved as follows: Mick Sudbury, yea, and Jeff White, yea.

**Consider action on any noticed agenda item discussed in closed meeting:** None

**Other Business:** None

Approved 12/11/2025

Meeting Minutes  
November 13, 2025

**Adjourn:** Having no further business to discuss, a motion was made by Jeff White, seconded by Mick Sudbury, to adjourn the meeting at 2:31 pm. The motion was approved as follows: Mick Sudbury, yea, and Jeff White, yea.

*LeAnne Fitzgerald*  
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Attest

*Mick Sudbury*  
\_\_\_\_\_  
Chairperson