

FOR THE REGULAR BOARD MEETING AT 10:00 AM THURSDAY JULY 14, 2022

8885 W 3500 S, MAGNA, UT 84044

GENERAL OFFICE BUILDING

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JULY 14, 2022 REGULAR BOARD MEETING AGENDA

MAGNA WATER DISTRICT

MEETING DATE: July 14, 2022, at 10:00 am

LOCATION: 8885 W 3500 S, MAGNA, UT, GENERAL OFFICE BUILDING

A. Call to Order

B. Public, Board and Staff join in the Pledge of Allegiance

C. Welcome the Public and Guests

• Introduction of new employees to the Board; Travis McDonald and Cheyo Baena

D. Public Comment

Written requests that are received – Please do not take over three minutes due to time restraints for other individuals and the Board.

E. Inquire of any conflicts of interests that need to be disclosed to the Board

F. Approval of common consent items

- 1. Minutes of the regular board meeting held June 28, 2022
- 2. Expenses for June 5 July 6, 2022:

General Expenses: \$1,038,697.81

Zions Bank bond payments: \$85,782.19

G. Department Reports:

- 1. General Manager Report
- 2. Engineering Report
- 3. Water Operations Report (including water production and call out report)
- 4. Wastewater Operations Report (including status and call out report)
 - Alternatives and recommendations to address impact of higher strength organic loading on WWTP aeration capacity

- 5. Controller/Clerk Report
 - Report on Document Management

H. Project Awards & Agreements

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

- Zone 3 Secondary Water Booster Pump Station and Culinary Water Pump Station upgrade project change order #2, increasing contract price by \$30,371
- 2021 Steel Tanks Painting and Repairs change order #3, increasing contract price by \$9,023.68

I. Administrative

Discussion and possible motion to approve the following administrative items:

- Final draft of job description, duties, and organization chart for a Human Resources Manager position.
- 2023 Budget Hearing Date and Time

J. Training & Safety

Discussion on the following training & Safety items:

- Summary of AWWA ACE 2022 training from attendees
- K. 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.
- L. Motion to close the closed meeting and re-open the public board meeting.
- M. Consider action on any noticed agenda item discussed in closed meeting.
- N. Adjourn

MEETING MINUTES

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 Tuesday, June 28, 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.

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, excused
Steve Clark, Water Construction Leadman
Dallas Henline, Wastewater Operations Manager

Also Present:

Nathan Bracken, Smith Hartvigsen PLLC, by telephone Stockton Denos, Epic Engineering Marie Owens, AE2S Engineering Steve Rowly, Keddington & Christensen LLC Jason Luettinger, Bowen Collins Associates Joel Workman, AQS Consulting Mark Chandler, CRS Engineering

Call to Order: Mick Sudbury called the meeting to order at 10:00 am.

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 May 12, 2022 Expenses for May 5 to June 5, 2022:

General Expenses: \$728,780.42

Zions Bank bond payments: \$83,782.19

A motion was made by Jeff White, seconded by Dan Stewart, to approve the minutes of the regular board meeting held May 12, 2022, the general expenses, and the Zions Bank bond payment from May 5 to June 5, 2022, in the amount of \$728,780.42 and \$83,782.19, respectively. The motion was approved as follows: Mick Sudbury, yea, Jeff White, yea and Dan Stewart, yea.

DEPARTMENT REPORTS

General Manager Report:

STAFFING:

Clint provided to the Board a list of vehicles and which district personnel drives the vehicles. There is a need for an office roamer vehicle, however, we think we can repurpose the 2009 GMC Canyon Pickup. Which could be used by a Human Resource Manager when needed. This will give Management an idea of how much the vehicle would be used.

Dallas indicated the 2007 Chevrolet is currently being used as the plow truck for all facilities, they are looking to phase that out and rotate the 2016 Ford F3 Super Duty truck in being the plow truck and the diesel fuel tank. Then the 2016 truck would be replaced with a leased vehicle, when the lease cycle comes up.

Clint informed the Board one of the two water service maintenance positions has been filled by Travis McDonald, started on June 13. They have a final candidate in mind for the other position.

OPERATIONS:

A discussion was held on the District acquiring a hydro-excavator next year.

Board and Management held a discussion regarding finishing the basement of the general office. Board asked management to come back to them with a concept plan on how the basement would be laid out.

Engineering Report:

Zone 3 Pump Station: There are delays waiting for parts and materials. Slow but good progress is being made.

Water and Sewer Replacement project: There is considerable delays in that for material and parts. Newman has been diligent in ordering everything right away, there are parts for an 8" waterline that are 20 weeks out. This has delayed the project. Florence and Edith Dr. replacement section was in conjunction with Salt Lake County overlay, the County indicated

they would hold off until we were ready. They should be able to start the sewer portion when the manholes arrive, which should be in a couple of weeks. There are sampling stations in the project they can start on those. Clint added we need to manage expectations, initially it was indicated the project would start in June, this delay needs to be communicated to the public.

Haynes Well #2 Project: Zimmerman was starting to see some reduction in sand as they were cleaning the well, they started to see some large 1.5 - 2" rock and some of the filter gravel pack material. They have stopped and pulled their equipment and think there is a hole in the casing. The contractor will video the well this week to find out if there is a hole or not. This finding will probably come across as a change order. Staff will keep Board informed of the status.

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

Water Production Summary: Raymond presented the water production report. The culinary water production for May was 144.7 million gallons or 444.09-acre feet, a 27.27% decrease from 2021. Year to date production was 522.49 million gallons or 1,603.57-acre feet, a 7.30% decrease from 2021. We have purchased 329.56-acre feet of water from Jordan Valley Water as of May 2022.

Callout Report – Water and Wastewater Combined: Total number of call outs 10 - Total Hours 35.5, 1 mainline break and 9 miscellaneous call outs.

Raymond reported on a water line break in Western Mobile Estates this last weekend. While the Park was repairing the waterline, they hit the sewer line, so there was possible contamination. Magna Water Staff shut off the master meter that services the park on Friday. Staff worked with the Park to flush the lines and sample the water once the lines were repaired. It took 24 hours for the sample results, so Magna Water District ended up providing the park with the emergency water tank/trailer to supply water. The tank was there Friday and Saturday, 3,200 gallons of emergency water was provided to the Park while the water was off. The water was shut off before any contamination to the District's system. We didn't turn the water back on until everything was flushed and sampled. Going forward, the District has talked to the park about installing a backflow preventor. This would allow in most situations the water be left on and they could issue a notice in their own community.

Wastewater Operations Report (including status and call out report): Dallas reported to the Board how the increased organic loads are affecting the plant and the equipment. Dallas presented BOD sample results and highlighted the days the BOD was high and required more oxygen than what our existing facilities can provide. The aeration capacity of our aeration equipment is about 1200 lbs. of oxygen per hour. If there was an aeration unit taken offline for repairs, it would drop the capacity to 1000 lbs. of oxygen per hour. There have been some sample results that have been higher than what our facilities can oxygenate. The current facilities were designed at a time where the District's organic load was much lower. With this information there needs to be a resolution for this situation. One solution would be to purchase a "shelf-unit". When repairs are needed or a unit fails, the shelf-unit can be put online. In the future, there needs to be a plan in place to address this satiation. Dallas indicated if even one unit failed and we didn't have another option, the District could be in a permit violation situation within 48 hours. Dallas requested from the Board to bring back to the Board a price for a shelf-unit. Board gave approval.

WATER & SEWER AVAILABILITY

Discussion and possible motion to approve the following developments:

Mahogany Ridge located at 8400 W 4100 S: A motion was made by Jeff White, seconded by Dan Stewart, to approve the Mahogany Ridge development for water and sewer services. The motion was approved as follows: Mick Sudbury, yea, Dan Stewart, yea and Jeff White, yea.

FKC Magna Dialysis located at 8085 W 3500 S: A motion was made by Jeff White, seconded by Dan Stewart, to approve the FKC Magna Dialysis development for water and sewer services. 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:

Hansen Allen & Luce task order 023.18.100 for general engineering services for 2022 in the amount of \$20,000: Trevor indicated this is for general engineering services as needed, this allows the District to use Hansen Allen & Luce for miscellaneous engineering services such as, emergency response plan presentation and training, any modeling drinking water and source protection needed, data evaluation on the District's wells and other services. A motion was made by Jeff White, seconded by Dan Stewart, to approve the task order 023.18.100 for general engineering services for 2022 in the amount of \$20,000. The motion was approved as follows: Mick Sudbury, yea, Dan Stewart, yea and Jeff White, yea.

AE2S task order for capital improvement plan strategic financial review not to exceed the amount of \$10,000: Trevor indicated this task order allows AE2S to evaluate the District's Capital Facilities Plan and search out types of available funding via legislation that could be applied for our planned projects. AE2S has a team that tracks all the funding coming from legislation. A motion was made by Jeff White, seconded by Dan Stewart, to approve the task order for capital improvement plan strategic financial review not to exceed \$10,000. The motion was approved as follows: Mick Sudbury, yea, Dan Stewart, yea and Jeff White, yea.

AE2S task order for Lead and Copper Rule Service Line Inventory Assistance in the amount of \$62,000: Trevor indicated this task order will allow AE2S to assist the District in compiling service line information to comply with the new lead and copper rule in place by the State. This requirement needs to be in place and complied by October 2024. A motion was made by Jeff White, seconded by Dan Stewart, to approve the task order for lead and copper rule service line inventory assistance in the amount of \$62,000. The motion was approved as follows: Mick Sudbury, yea, Dan Stewart, yea and Jeff White, yea

\$87,004.17: Trevor indicated this change order is to address the decision of expanding the filter capacity from holding 6 filters to 10 filters. This extra capacity will give the District an increased treatment capacity, from 4.66 mg/d to over 6.5 mg/d. The District would pay a slight addition for the engineering submittals, a total of \$14,985 for the engineering submittals and the remaining contract would be passed onto the contractor once the job is bid. A motion was made by Jeff White, seconded by Dan Stewart, to approve the change order to Aqua-Aerobic filter procurement in the amount of \$87,004.17. The motion was approved as follows: Mick Sudbury, yea, Dan Stewart, yea and Jeff White, yea

Zone 3 Secondary Water Booster Pump Station & Culinary Water Pump Station Upgrade Project change order #1, increasing contract price by \$1,485: Trevor indicated this was the change order for the electrical being moved outside of the pump house, this is the cost to upgrade the cabinets to an outdoor rated cabinet. A motion was made by Jeff White, seconded by Dan Stewart, to approve the change order for Zone 3 Secondary Water Booster Pump Station and Culinary Water Pump Station Upgrade Project in the amount of \$1,485. The motion was approved as follows: Mick Sudbury, yea, Dan Stewart, yea and Jeff White, yea

ADMINISTRATIVE

Discussion and possible motion to approve the following administrative items:

Vanguard Cleaning Services Contract: Clint indicated this is the new contract including the District's language in it. Legal has reviewed the contract and doesn't see any issues. Staff will continue to closely monitor and evaluate their performance and report back to the Board. A motion was made by Jeff White, seconded by Dan Stewart, to approve the Vanguard Cleaning Services Contract. The motion was approved as follows: Mick Sudbury, yea, Dan Stewart, yea and Jeff White, yea

Draft 2021 Consumer Confidence Report: Clint presented the DRAFT 2021 Consumer Confidence Report that is available for our customers on July 1 compliant to the Safe Drinking Water Act. Joel Workman, AQS assists the District in compiling the information annually. A motion was made by Jeff White, seconded by Dan Stewart, to approve the Draft 2021 Consumer Confidence Report for the public access July 1, 2022. The motion was approved as follows: Mick Sudbury, yea, Dan Stewart, yea and Jeff White, yea

2021 Financial Audit presentation and approval: Steve Rowly with Keddington & Christiansen, presented to the Board the audited 2021 Financial Statements. Phyl indicated there were no uncorrected misstatements as a result of the audit, there were no material corrections related to the audit, that was identified, and that Management was not aware of. Steve stated, "in their opinion, the financial statements present fairly, in all material respects, the respective financial position of Magna Water District, as of December 31, 2021, and the changes in financial position, and cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America". Steve read from the supplemental report the insert addressing the District's internal control: "In planning and performing the audit of the financial statements, we considered the District's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control." At times during the audit of the internal controls, there are findings, however, this year there were no internal control findings. The audit also includes audit of state compliance in accordance with the State Compliance Audit Guide. There was one significant deficiency reported during the audit regarding Special and Local Service District Board Member training. Management has addressed the finding, and the required training of the Board has been completed. A motion was made by Jeff White, seconded by Dan Stewart, to approve the 2021 Financial Audit presented. The motion was approved as follows: Mick Sudbury, yea, Dan Stewart, yea and Jeff White, yea

Resolution 2022-02 Regarding Budget Amendment: LeIsle indicated to the Board this resolution is to adjust revenues budgeted in the District's 2022 budget. Due to the certified tax rate, the District must amend the budget to reflect the amount of taxes that is going to be received in 2022. This results in an increase adjustment to the property tax revenues of \$26,231 and a corresponding decrease adjustment to water impact fee revenue, sewer impact fee revenue, and secondary contributed capital revenue collectively. All in all, there is no change to the bottom line of the District's budget. A motion was made by Jeff White, seconded by Dan Stewart, to approve Resolution 2022-02 adjusting revenues budgeted in the District's 2022 Budget. The motion was approved as follows: Mick Sudbury, yea, Dan Stewart, yea and Jeff White, yea.

Resolution 2022-03 District Certified Tax Rate: LeIsle indicated to the Board this resolution adopts the District's 2022 certified tax rate that was calculated by Salt Lake County. The District did not anticipate a tax increase for 2022, therefore, the District's certified tax rate shall be what has been calculated. The tax rate for water purification and sewer disposal shall be 0.000579, and the debt service of interest and sinking funds shall be 0.001060, the District's total 2022 tax rate shall be 0.001639. A motion was made by Jeff White, seconded by Dan Stewart, to approve Resolution 2022-03 adopting final 2022 tax rates as presented. The motion was approved as follows: Mick Sudbury, yea, Dan Stewart, yea and Jeff White, yea.

Draft job description, duties, and organizational chart for Human Resources Manager position: Clint presented to the Board the draft job description for a Human Resources Manager position and a new organizational chart having put in the position in that chart. Clint highlighted on the job description, the traditional HR duties included and in addition to those, duties to be involved in planning as HR advisor to the Management Team and Board of Trustees. They would be over the employee recognition and awards programs and assist the managers in tracking those. They could be involved in running the safety and training programs, emergency response programs, quality assurance and quality control programs. Clint asked the Board to review this draft and let management know of any changes.

2023 Budget Hearing date and time: LeIsle indicated the County wants the District to let them know when the 2023 Budget hearing is going to be held, so a discussion was held to decide when the budget hearing would be held. The Board agreed the 2023 budget hearing will be held November 10, 2022, at 6:00 pm.

Review and discussion of next board meeting on date and time: Clint verified with the Board the next regular board meeting will be held July 14, 2022, at 10:00 am.

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 12:06 p.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 12:42 pm. 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

Adjourn:	Having no further business t	o discuss,	a motion	was made	by Jeff	White, second	ded
by Dan Ste	wart, to adjourn the meeting	at 12:43 pr	m. The m	otion was	approved	d as follows:	Jeff
White, yea,	, Dan Stewart, yea, and Mick	Sudbury,	yea.				

Attest	Chairperson	

INVOICE PAYMENTS

		6/6/2022 10 //6/20	022
Check Issue Date	Payee	Amount	Description
6/6/2022	AIRGAS USA, LLC - CENTRAL DIVISION	53.40	ACETYLENE & OXYGEN RENTAL CYLINDERS
6/6/2022	AIRGAS USA, LLC - CENTRAL DIVISION	4.45	ARGON RENTAL CYLINDER
6/6/2022	AWWA	89.00	MEMBERSHIP RENEWAL
6/6/2022	BANKCARD CENTER	1,095.00	AWWA CONFERENCE 2022 REGISTRATION
6/6/2022	BANKCARD CENTER	1,184.40	FLIGHTS - AWWA NATIONAL CONFERENCE 2022
6/6/2022	BANKCARD CENTER	437.31	WATER TUMBLERS
6/6/2022	COSTCO WHOLESALE	110.44	EDR SUPPLIES
6/6/2022	HARRINGTON INDUSTRIAL PLASTICS	1,254.18	REPLUMB COPPER IN CHEMICAL ROOM-EDR
6/6/2022	PITNEY BOWES GLOBAL FINAN SERVICES LLC	190.20	LEASE OF POSTAGE MACHINE
6/6/2022	REGENCE BCBS OF UTAH	9,885.23	INSURANCE
6/7/2022	1800 ASPHALT, LLC	7,279.86	ASPHALT SEAL PARKING LOT-OFFICE
6/7/2022	ALLRED'S INC.	349.08	AIR FILTERS FOR WWTP
6/7/2022	AQS ENVIRONMENTAL SCIENCE	2,000.00	SEWER CHEMIST CONSULTANT
6/7/2022	ASPHALT MATERIALS, INC.	230.88	TOPSOIL FOR REPAIRS
6/7/2022	BANKCARD CENTER	549.78	WATER BOTTLES
6/7/2022	CASH (PETTY)	900.00	2ND QUARTER BOOT DRAW
6/7/2022	CINTAS 1ST AID	60.87	FIRST AID CABINET EDR
6/7/2022	CINTAS 1ST AID	73.23	FIRST AID CABINET SHOP
6/7/2022	CINTAS 1ST AID	57.19	FIRST AID CABINET WWTP OFFICE
6/7/2022	CINTAS 1ST AID	78.72	FIRST AID CABINET OFFICE
6/7/2022	CINTAS 1ST AID	62.94	FIRST AID CABINET WWTP
6/7/2022	D & L SUPPLY	2,776.00	METER LIDS & RINGS
6/7/2022	E.T. TECHNOLOGIES, INC	1,035.54	SLUDGE REMOVAL
6/7/2022	E.T. TECHNOLOGIES, INC	3,511.77	SLUDGE REMOVAL
6/7/2022	E.T. TECHNOLOGIES, INC	3,612.20	SLUDGE REMOVAL
6/7/2022	ERIKS NORTH AMERICA, Inc	238.40	VALVES FOR SCREW PRESS BLDG
6/7/2022	KENWORTH SALES CO., INC	664.80	DIAGNOSIS/REPAIR DEF TANK/SENSOR
6/7/2022	MORGAN ASPHALT	26.83	ASPHALT FOR REPAIRS
6/7/2022	MORGAN ASPHALT	121.77	ASPHALT FOR REPAIRS
6/7/2022	NEWMAN CONSTRUCTION	22,507.88	ZONE 3 SECONDARY BOOSTER PUMP STATION
6/7/2022	PURCELL TIRE COMPANY	1,275.30	TIRE REPLACMENTS- #61
6/7/2022	ROCKY MOUNTAIN CARE CLINIC ROCKY MT WIRE ROPE	55.00 448.80	DOT PHYSICAL EXAM
6/7/2022 6/7/2022		875.00	CHAINS & BINDINGS-EMERGENCY TRAILER #88
6/7/2022	S.L.CO. ENGINEERING DIVISION SALT LAKE VALLEY CHEVROLET	623.14	CONSTRUCTION PERMITS BELOW BUMPER BEZEL-#21 CANYON
6/7/2022	SALT LAKE VALLEY CHEVROLET	160.40	BUMPER PIECE-#21 CANYON
6/7/2022	SIX STAR MANAGEMENT	1,800.00	REFUND OF HYDRANT METER DEPOSIT
6/7/2022	SOUND CHOICE	600.00	HEARING TESTS
6/7/2022	STANTEC CONSULTING SERVICES INC.	5,007.75	ENGINEERING CONSULTING SVCS
6/7/2022	T-O ENGINEERS, INC.	1,430.00	ENGINEERING SERVICES
6/7/2022	UTAH BROADBAND	499.00	MONTHLY BROADBAND FEE
6/7/2022	VANGUARD CLEANING SYSTEMS	650.00	CLEANING OF ADMIN OFFICE
6/7/2022	VANGUARD CLEANING SYSTEMS	350.00	CLEANING OF WWTP ADMIN OFFICE
6/7/2022	VANGUARD CLEANING SYSTEMS	542.00	CLEANING OF EDR OFFICE
6/7/2022	YEAGLE & SONS CONSTRUCTION	535.00	TOILET REPAIR- OFFICE
6/8/2022	ALLSTATE	574.96	OPEB OBLIGATION
6/8/2022	AMAZON CAPITAL SERVICES	30.00	PIGTAIL JUMPER RF COAXIAL
6/8/2022	AMAZON CAPITAL SERVICES	93.06	SMALL WEED SPRAYER PART
6/8/2022	APPLICANT PRO	159.82	JOB LISTINGS
6/8/2022	AQUA-AEROBICS SYSTEMS, INC.	13,225.00	25% OF FILTER ENGINEERING PROJECT
6/8/2022	BANKCARD CENTER	276.00	BIOGRASS-SOD FOR REPAIRS
6/8/2022	DATA SERVICES	25.00	DATA SERVICES
6/8/2022	GRAINGER	958.45	DISSOLVED OXYGEN CABLE & ASSEMBLY FOR FIELD DO METER
6/8/2022	GRAINGER	196.20	STRIPING PAINT
6/8/2022	HARRINGTON INDUSTRIAL PLASTICS	134.69	PLUMBING SUPPLIES- EMERGENCY TRAILER #88
6/8/2022	JACOB DEAN, METAL SCULPTOR	1,968.35	LOBBY METAL SCULPTURE REPAIR
6/8/2022	LOWE'S	192.27	MISC SUPPLIES FOR WATER CREW
6/8/2022	LOWE'S	797.19	MISC SUPPLIES FOR WATER CREW
6/8/2022	NATIONAL BENEFIT SERVICES, LLC	52.00	HRA PLAN ADMIN FEE -MAY 2022
6/8/2022	NATIONAL BENEFIT SERVICES, LLC	350.00	WRAP PLAN ANNUAL DOCUMENT MAINTENANCE FEE
6/8/2022	PITNEY BOWES GLOBAL FINAN SERVICES LLC	251.00	POSTAGE
6/8/2022	REPUBLIC SERVICES #864	2,149.22	WWTP GARBAGE COLLECTION
6/8/2022	RICOH USA , INC	10.00	COPIER SERVICE
6/8/2022	VERIZON WIRELESS	372.57	CELL PHONE SERVICE
6/9/2022	CHEMTECH-FORD	25.00	WATER SAMPLES
6/9/2022	CHEMTECH-FORD	375.00	WATER SAMPLES
6/9/2022	CHEMTECH-FORD	25.00	WATER SAMPLES
6/9/2022	CHEMTECH-FORD	375.00	WATER SAMPLES
6/9/2022	CHEMTECH-FORD	252.00	WATER SAMPLES
6/9/2022	CHEMTECH-FORD	84.00	WATER SAMPLES

		6/6/2022 10 //6/2	022
Check Issue Date	Payee	Amount	Description
6/9/2022	CHEMTECH-FORD	380.00	WATER SAMPLES
6/9/2022	CHEMTECH-FORD	149.00	EDR SAMPLES
6/9/2022	CHEMTECH-FORD	25.00	WATER SAMPLES
6/9/2022	CHEMTECH-FORD	100.00	WATER SAMPLES
6/9/2022	CHEMTECH-FORD	50.00	WATER SAMPLES
6/9/2022	CHEMTECH-FORD	25.00	WATER SAMPLES
6/9/2022	CHEMTECH-FORD	375.00	WATER SAMPLES
6/9/2022	CHEMTECH-FORD	271.00	WWTP SAMPLES
6/9/2022	CHEMTECH-FORD	441.00	WWTP SAMPLES
6/9/2022	CHEMTECH-FORD	206.00	WWTP SAMPLES
6/9/2022	CHEMTECH-FORD	489.00	WWTP SAMPLES
6/9/2022	CHEMTECH-FORD	206.00	WATER SAMPLES
6/9/2022	CHEMTECH-FORD	271.00	WWTP SAMPLES
6/9/2022	CHEMTECH-FORD	206.00	WWTP SAMPLES
6/9/2022	CHEMTECH-FORD	271.00	WWTP SAMPLES
6/9/2022	CHEMTECH-FORD	465.00	WWTP SAMPLES
6/9/2022	CHEMTECH-FORD	238.00	WWTP SAMPLES
6/9/2022	CHEMTECH-FORD	271.00	WWTP SAMPLES
6/9/2022	CHEMTECH-FORD	206.00	WWTP SAMPLES
6/9/2022	CHEMTECH-FORD	441.00	WWTP SAMPLES
6/10/2022	UTAH-IDAHO TEAMSTERS SECURITY FUND	35,638.50	HEALTH & WELFARE PREMIUM UNION
6/10/2022	WESTERN CONF TEAMSTERS PENSION	19,457.98	UNION PENSION CONTRIBUTION
6/13/2022	ASPHALT MATERIALS, INC.	405.48	PEA GRAVEL FOR WATER TANKS & TOPSOIL FOR REPAIRS
6/13/2022	CINTAS CORPORATION #180	109.33	OFFICE MATS
6/13/2022	CINTAS CORPORATION #180	226.91	SHOP/EDR UNIFORMS AND LINENS
6/13/2022	CINTAS CORPORATION #180	214.88	SHOP/EDR UNIFORMS AND LINENS
6/13/2022	CINTAS CORPORATION #180	204.82	SHOP/EDR UNIFORMS AND LINENS
6/13/2022	CINTAS CORPORATION #180	387.62	SHOP/EDR UNIFORMS AND LINENS
6/13/2022	CINTAS CORPORATION #180	306.14	WWTP UNIFORMS AND LINENS
6/13/2022	CINTAS CORPORATION #180	259.42	WWTP UNIFORMS AND LINENS
6/13/2022	CINTAS CORPORATION #180	406.53	WWTP UNIFORMS AND LINENS
6/13/2022	CINTAS CORPORATION #180	295.27	WWTP UNIFORMS AND LINENS
6/13/2022	GOLDENWEST PAINTING, INC.	42,145.80	STEEL TANKS & SECONDARY CLARIFIERS PAINTING
6/14/2022	MID ATLANTIC TRUST COMPANY	2,608.80	401(K)
6/15/2022	BANKCARD CENTER	75.65	EL HABANERO-PROCESS CONTROL LUNCH
6/15/2022	DOMINION ENERGY	16.00	NATURAL GAS 3291 S 8000 W
6/15/2022	DOMINION ENERGY	929.15	NATURAL GAS 6850 W 2820 S
6/15/2022	DOMINION ENERGY	136.56	NATURAL GAS 6026 PARKWAY BLVD
6/15/2022	DOMINION ENERGY	241.48	NATURAL GAS 8931 W 3500 S
6/15/2022	DOMINION ENERGY	1,498.41	NATURAL GAS 7650 W 2100 S
6/15/2022	DOMINION ENERGY	161.55	NATURAL GAS 8885 W 3500 S
6/15/2022	E.T. TECHNOLOGIES, INC	3,056.17	SLUDGE REMOVAL
6/15/2022	HONNEN EQUIPMENT COMPANY	994.72	CUTTING BLADE - LOADER #13
6/15/2022	JORDAN VALLEY WATER	27,695.84	WATER DELIVERIES
6/15/2022	MOUNTAINLAND SUPPLY COMPANY	3,442.50	SAMPLING STATIONS
6/15/2022	MOUNTAINLAND SUPPLY COMPANY	668.55	3/4 BALL VALVE STOP & WASTE
6/15/2022	ORKIN PEST CONTROL	898.56	ADMIN OFFICE 06/01/2022-05/31/23
6/15/2022	ORKIN PEST CONTROL	864.00	WWTP ADMIN OFFICE 06/01/2022-05/31/2023
6/15/2022	RICOH USA , INC	250.00	SURGE PROTECTOR FOR COPIER AT OFFICE
6/15/2022	SKM INC.	1,069.39	SCADA MAINTENANCE SEWER SYSTEM
6/15/2022	W-CUBED, INC.	29,222.00	KSB REPLACEMENT PUMP - BLEND WELL & EAST HEADWORKS
6/16/2022	BANKCARD CENTER	115.92	FEDEX OFFICE- PRINTING SERVICE
6/16/2022	BANKCARD CENTER	765.00	WEFTEC 2022 REGISTRATION
6/16/2022	ELITE GROUNDS, LLC	823.15	LANDSCAPE CONTRACT MINITE
6/16/2022	ELITE GROUNDS, LLC	921.54	LANDSCAPE CONTRACT WWTP
6/16/2022	HUBER TECHNOLOGY	2,878.80	PARTS FOR SCREW PRESS- WWTP
6/16/2022	VERIZON CONNECT FLEET USA LLC	697.00	GPS MONTHLY CHARGE
6/20/2022	BLUELINE SERVICES	141.00	RANDOM DRUG TEST
6/20/2022	FEDEX HACH COMPANY	8.03	SHIPPING CHARGES
6/20/2022	HACH COMPANY	313.24	SAMPLE REFRIGERATOR & BATTERY-WWTP
6/20/2022	HACH COMPANY	212.82	CHEMICALS
6/20/2022	HUBER TECHNOLOGY	1,287.94	HEADWORKS BAGS
6/20/2022	IPS CIPELLY	118.80	T&A MONTHLY FEE
6/20/2022	O'REILLY	173.49	SEAL INSTALLER WINDOW RECHIATOR #31 CMC CANVON
6/20/2022	O'REILLY	27.66	WINDOW REGULATOR- #21 GMC CANYON
6/20/2022	O'REILLY	144.35	WIRING- EMERGENCY TRAILER #88
6/20/2022	REPUBLIC SERVICES #864	621.14	SHOP GARBAGE COLLECTION
6/20/2022	RICOH USA , INC	60.00	COPIER ADMINISTRATIVE OFFICE
6/20/2022	RICOH USA , INC	161.07	COPIER ADMINISTRATIVE OFFICE
6/20/2022	ROCKY MOUNTAIN POWER CO.,	17.70	POWER BACCHUS TANKS

Check Issue Date	Payee	Amount	Description
6/20/2022	ROCKY MOUNTAIN POWER CO.,	411.93	POWER BOOSTER STATION
6/20/2022	ROCKY MOUNTAIN POWER CO.,	25,964.64	POWER BARTON WELLS 1 & 2
6/20/2022	ROCKY MOUNTAIN POWER CO.,	1,797.55	POWER HAYNES WELLS
6/20/2022	ROCKY MOUNTAIN POWER CO.,	643.09	POWER SECONDARY WATER PUMPS
6/20/2022	ROCKY MOUNTAIN POWER CO.,	9.76	POWER ROCKY MOUNTAIN POWER
6/20/2022	ROCKY MOUNTAIN POWER CO.,	291.35 1,917.10	POWER CEMENT BUILDING SHOPS
6/20/2022	ROCKY MOUNTAIN POWER CO., STAPLES BUSINESS CREDIT	1,917.10	POWER7600 RESERVOIR OFFICE SUPPLIES
6/20/2022	STAPLES BUSINESS CREDIT	3.48	OFFICE SUPPLIES
6/20/2022	STAPLES BUSINESS CREDIT	272.02	OFFICE SUPPLIES- WWTP
6/20/2022	STAPLES BUSINESS CREDIT	31.44	OFFICE SUPPLIES
6/20/2022	STAPLES BUSINESS CREDIT	25.13	OFFICE SUPPLIES- SHOP
6/20/2022	STAPLES BUSINESS CREDIT	3.50	OFFICE SUPPLIES
6/20/2022	STAPLES BUSINESS CREDIT SUEZ WTS SOLUTIONS USA, INC	41.36 1,822.50	OFFICE SUPPLIES- WWTP EDR-SPACER
6/21/2022	BANKCARD CENTER	500.00	WWTP SAMPLES
6/22/2022	ADAM MATHEWS VIDOES LLC	1,500.00	VIDEO OPEN HOUSE 06.22.2022
6/22/2022	AQUA ENVIRONMENTAL SERVICES	700.00	ANNUAL WATER CALIBRATIONS
6/22/2022	BATTERY SYSTEMS	408.26	BATTERIES FOR EMERGENCY TRAILER
6/22/2022	E.T. TECHNOLOGIES, INC	3,837.78	SLUDGE REMOVAL
6/22/2022	ERIKS NORTH AMERICA, Inc	92.14	HOSE & CLAMPS- WWTP
6/22/2022	IGES, INC.	8,747.63 645.56	GASOLINE FOR VEHICLES WESTSIDE WASTE WATER
6/22/2022	JENKINS PLUMBING CO	590.00	BACKFLOW DEVICES TESTING
6/22/2022	JORDAN VALLEY WATER	27,695.84	WATER DELIVERIES
6/22/2022	LUNDQUIST SALES, INC.	2,206.01	CIRCULATOR PUMP 8000 PUMP HOUSE
6/22/2022	MID ATLANTIC TRUST COMPANY	132,972.00	PLAN YEAR 2022 EXECUTIVE PENSION PLAN FUNDING
6/22/2022	PURCELL TIRE COMPANY	23.54	FLAT FIX
6/22/2022	REGENCE BCBS OF UTAH	336.00	OPEB OBLIGATION
6/22/2022	WATERFORD SYSTEMS WEAVER CONSULTANTS GROUP	15,415.00 2,971.12	CHLORINATOR CHEMICALS
6/22/2022	WEAVER CONSULTANTS GROUP	2,990.73	CHEMICALS
6/22/2022	WEAVER CONSULTANTS GROUP	2,990.73	CHEMICALS
6/22/2022	WEAVER CONSULTANTS GROUP	5,844.16	CHEMICALS
6/22/2022	WORKERS COMPENSATION FUND OF U	1,684.02	WORKERS COMP INSURANCE
6/23/2022	COSTCO WHOLESALE	27.66	KITCHEN GARBAGE BAGS FOR SHOP
6/24/2022	CASELLE, INC.	1,854.00	CONTRACT SUPPORT CHARGES
6/24/2022	SHRED-IT WEST VALLEY CITY	71.08 130.20	DOCUMENT SHREDDING STORMWATER AT EDR
6/27/2022	ANSERFONE	241.00	NIGHT ANSWERING SERVICE
6/27/2022	BANKCARD CENTER	752.10	TABLETS FOR METER READING
6/27/2022	ROCKY MOUNTAIN POWER CO.,	726.57	POWER ZONE 3 PUMP
6/27/2022	WHEELER MACHINERY CO	1,500.00	OPERATOR TRAINING
6/28/2022	CORPORATE IMAGE, INC.	175.00	MW LOGO STICKERS FOR WATER BOTTLES
6/28/2022	E.T. TECHNOLOGIES, INC	3,971.18	SLUDGE REMOVAL
6/28/2022 6/28/2022	KEN GARFF FORD WEST VALLEY MID ATLANTIC TRUST COMPANY	63.50 2,608.80	EMISSION & SAFETY INSPECTION 401(K)
6/28/2022	MORGAN ASPHALT	364.56	ASPHALT FOR REPAIRS
6/29/2022	COSTCO WHOLESALE	67.07	SUPPLIES- SHOP
6/30/2022	ALLSTREAM	2,500.41	TELEPHONE & DATA SERVICES
6/30/2022	BLUE STAKES OF UTAH 811	754.26	BILLABLE E-MAIL NOTIFICATIONS
6/30/2022	DENTAL SELECT	1,429.22	INSURANCE
6/30/2022	FEDEX MOUNTAINI AND SURBLY COMPANY	211.96	SHIPPING SAMPLE FOR WWTP
6/30/2022 6/30/2022	MOUNTAINLAND SUPPLY COMPANY MOUNTAINLAND SUPPLY COMPANY	3,619.16 47.02	FORD UFR 14 DI M/L W/ACCY PACK FOR DUCTILE IRON PIPE SAMPLING STATIONS
6/30/2022	MOUNTAINLAND SUPPLY COMPANY	3,733.13	SAMPLING STATIONS
6/30/2022	MOUNTAINLAND SUPPLY COMPANY	328.18	TROUBLESHOOT/REPAIR HEADWORKS PRESSURE WASHER MOTOR
6/30/2022	MOUNTAINLAND SUPPLY COMPANY	262.92	SPRINKLER PARTS WWTP
6/30/2022	ROCKY MOUNTAIN POWER CO.,	9.76	POWER WWTP ADMIN BLDG
6/30/2022	ROCKY MOUNTAIN POWER CO.,	23,872.06	POWER WWTP PLANT
6/30/2022	TEN POINT SALES & MARKETING LLC	3,368.53	REPAIR SEWER CAMERA-#52
6/30/2022 6/30/2022	THATCHER COMPANY THATCHER COMPANY	6,662.50 (2,800.00)	CHEMICALS CHEMICALS
6/30/2022	THE LINCOLN NATIONAL LIFE	602.51	INSURANCE
7/3/2022	UTAH BROADBAND	499.00	MONTHLY BROADBAND FEE
7/5/2022	AUTOZONE	42.82	PREP SOLVENT, WINDEX- #31
7/5/2022	ELITE GROUNDS, LLC	10,952.00	PLANT MATERIAL INSTALL-OFFICE
7/5/2022	LOWE'S	218.53	MISC SUPPLIES FOR WATER CREW
7/5/2022	LOWE'S	231.71	MISC SUPPLIES FOR SEWER CREW
7/5/2022	LOWE'S	267.35	MISC SUPPLIES FOR WATER CREW

		0,0,2022 10 7,0,2	
Check Issue Date	Payee	Amount	Description
7/5/2022	LOWE'S	196.28	MISC SUPPLIES FOR SEWER CREW
7/5/2022	LOWE'S	221.03	MISC SUPPLIES FOR WATER CREW
7/5/2022	LOWE'S	662.88	MISC SUPPLIES FOR WATER CREW
7/5/2022	REGENCE BCBS OF UTAH	9,885.23	INSURANCE
7/6/2022	AXIS EXCAVATION	1,800.00	REFUND OF HYDRANT METER DEPOSIT
7/6/2022	BONNEVILLE BUILDERS	1,000.00	REFUND OF HYDRANT METER DEPOSIT
7/6/2022	CINTAS 1ST AID	101.29	FIRST AID CABINET WWTP
7/6/2022	CINTAS 1ST AID	57.63	FIRST AID CABINET WWTP OFFICE
7/6/2022	CINTAS 1ST AID	64.16	FIRST AID CABINET EDR
7/6/2022	CINTAS 1ST AID	116.17	FIRST AID CABINET OFFICE
7/6/2022	CINTAS 1ST AID	152.27	FIRST AID CABINET SHOP
7/6/2022	CRUS OIL INC./QUALCO	284.62	5 GAL PAIL TRANSFER CASE OIL- #30
7/6/2022	E.T. TECHNOLOGIES, INC	5,163.47	SLUDGE REMOVAL
7/6/2022	ENDRESS & HAUSER, INC.	2,994.34	FLOW METER VERIFICATION
7/6/2022	ERIKS NORTH AMERICA, Inc	314.72	HOSE AND FITTING -EMERGENCY TRAILER #88
7/6/2022	ERIKS NORTH AMERICA, Inc	75.72	HOSE FITTINGS TO FIX LEAKS- #45
7/6/2022	HANSEN ALLEN & LUCE, INC.	6,308.28	DISTRICT STAFF ERP MEETING
7/6/2022	HANSEN ALLEN & LUCE, INC.	606.95	PRE-CONSTRUCTION MEETING
7/6/2022	HESCO SERVICES, INC.	801.36	ANNUAL CRANE INSPECTIONS-SEWER
7/6/2022	HESCO SERVICES, INC.	801.36	ANNUAL CRANE INSPECTIONS-WATER
7/6/2022	INTERMOUNTAIN FUSE SUPPLY, INC	21.99	8000 BOOSTER PUMP FUSE
7/6/2022	LOUMIS CDL TESTING	1,185.00	CDL TRAINING/ROAD TEST
7/6/2022	METERWORKS	929.50	4 HPT UME
7/6/2022	METERWORKS	270,127.74	5/8 T10 CULINARY INDOOR METER"
7/6/2022	NAPA AUTO PARTS	19.94	THROTTLE SWITCH FOR #45
7/6/2022	PECK'S PAINTING LLC	11,979.00	OFFICE EXTERIOR WOOD STAINING
7/6/2022	POLYDYNE INC	12,783.63	CHEMICALS
7/6/2022	PREMIER TRUCK GROUP	85.00	EMISSION/INSPECTIONS-SEWER
7/6/2022	PREMIER TRUCK GROUP	40.00	EMISSION/INSPECTIONS-SEWER
7/6/2022	PREMIER TRUCK GROUP	85.00	EMISSION/INSPECTIONS-WATER
7/6/2022	PREMIER TRUCK GROUP	40.00	EMISSION/INSPECTIONS-WATER
7/6/2022	PREMIER TRUCK GROUP	85.00	EMISSION/INSPECTIONS-WATER
7/6/2022	PREMIER TRUCK GROUP	85.00	EMISSION/INSPECTIONS-SEWER
7/6/2022	ROCKY MOUNTAIN CARE CLINIC	55.00	DOT PHYSICAL EXAM
7/6/2022	ROCKY MOUNTAIN CARE CLINIC	39.00	PRE-EMPLOYMENT TEST
7/6/2022	S.L.CO. ENGINEERING DIVISION	2,250.00	CONSTRUCTION PERMITS FNOINEEPING CONSULTING SERVICES
7/6/2022	STANTEC CONSULTING SERVICES INC.	9,615.00	ENGINEERING CONSULTING SERVICES
7/6/2022 7/6/2022	VANGUARD CLEANING SYSTEMS VANGUARD CLEANING SYSTEMS	650.00 350.00	ADMIN OFFICE CLEANING WWTP ADMIN OFFICE CLEANING
7/6/2022 7/6/2022	VANGUARD CLEANING SYSTEMS WASATCH STEEL, INC.	542.00 185.19	EDR OFFICE CLEANING STEEL FOR FLAT BED TRAILER # 16
7/6/2022	WESTECH INC.		
7/0/2022	WESTECH INC.	94,477.00	CLARIFIER DRIVE MOTORS
		\$ 1,038,697.81	
		7 1,030,037.81	

MAGNA WATER DISTRICT ZIONS BANK BOND PAYMENT 6/6/2022 TO 7/6/2022

Check Issue Date	Payee	Amount	Description
6/7/2022	ZIONS FIRST NATIONAL BANK	\$ 83,282.19	5436869-BOND SER 2013
7/6/2022	ZIONS BANK PUBLIC FINANCIAL SVS	\$ 2,500.00	GENERAL OBLIGATION BONDS SERIES 2013
		\$ 85,782.19	

MANAGER'S REPORT



MEMO

TO: MWD Board of Directors

FROM: Clint Dilley, P.E., General Manager

DATE: 07/06/22 (July 14th Board Meeting)

RE: Report and Discussion from General Manager

PURPOSE OF MEMO

The purpose of this memo is to provide the Magna Water District (MWD) Board of Directors a general report from the General Manager and associated discussion with input from rest of management team to keep the board abreast of general matters in the District. The format of the memo will primarily be a list of bullet points to assist guiding the discussion in the board meeting.

REPORT FROM GENERAL MANAGER

After discussions with the board and management team we have focused our efforts on three main areas including 1) Staffing 2) Operations and 3) Communication as outlined in the following sections.

STAFFING

- Follow Up on Future Staffing/Facility/Vehicle Needs Discussion from Last Month
 - Human Resources Manager
 - Final Draft Job Description & Duties generated incorporating board feedback
 - Will identify traditional HR duties, safety & training programs as primary job responsibilities and emergency response, QA/QC, public relations and customer engagement programs as secondary
 - Final draft changes to organizational chart to incorporate new position generated
 - Last remaining office space on main floor would be available for this position
 - Would trigger additional need for a multi-use office "runner" vehicle. Will plan
 on using the 2009 GMC Canyon Pickup initially
 - Proposed Hiring Schedule
 - Final draft consideration in July 2022 Board meeting
 - In house and outside job posting August/September 2022
 - Interviews and candidate selection October/November 2022
 - Job offer, acceptance, notice and new employee screening December 2022
 - Could likely fill as early as October 2022 or wait until January 2023
 - Engineering & Inspection
 - Generate Staff Engineer job description for next board meeting & propose a schedule

- Would need to move forward on finishing additional office space in basement or revisit/reorganize current office layout upstairs
- Staff engineer would also use a "runner" vehicle from time to time
- Water Department
 - 2 of 2 Service Maintenance positions filled on construction crew
 - Eliserio "Cheyo" Baena Jr. started 7/5/22

OPERATIONS

- Water Operations
 - Water operations team has indicated that ground water levels appear to be similar to last season overall. Will work with District Engineer to develop a visual representation of ground water level trends to present at next board meeting
 - Consumer confidence report finalized and posted to website
 - Lead and copper rule planning with consultant moving forward need to put a lot of emphasis on how communicating/interacting with customers as we start the customer side service line inventory process
- WWTP Operations
 - Phosphorous Monitoring Report for 2021 submitted to DWQ
 - Reviewing impact of higher BOD loading on WWTP aeration capacity and redundancy
 - Likely recommendations
 - Short term purchase shelf spare unit and repair kits
 - Mid-term update Facility Plan, design, purchase & install of additional units in each oxidation ditch
 - Long-term plant expansion
 - Planning on issuing formal written request to RMP to make power grid upgrades to improve electrical service reliability to WWTP & EDR WTP
- Office
 - District Engineer will draft concept floor plan layout for finished basement office space
 - Controller reviewing options to improve format of monthly bills
 - Clerk will have draft compliance schedule/status for inclusion in August board meeting
 - Fleet vehicle considerations
 - Consider leasing an office runner vehicle Chevy Equinox or equal when ready to sell the 2009 GMC Canyon
 - Consider leasing a Chevy Silverado 350 truck or equal when ready to sell the 2007 Chevy 2500 HD plow truck and use the 2016 Ford F350 as plow truck
 - 2nd onsite demo of a Hydro-excavator requested from dealer for board to review features and opportunity for Q&A
 - Get bid for 2nd layer of tinting on top row of south facing windows
- Delinquent accounts
 - June 2022
 - Accounts that are delinquent: 555
 - Total of all delinquent accounts: \$65,106.96
 - Average delinquent account balance: \$117.31
 - Pink notices sent out on 6/2/22 for June = 18
 - May 2022
 - Accounts that are delinquent: 639
 - Total of all delinquent accounts: \$82,135.81
 - Average delinquent account balance: \$128.54
 - Pink notices sent out on 5/3/22 for May = 292

- April 2022
 - Accounts that are delinquent: 491
 - Total of all delinquent accounts: \$59,327.95
 - Average delinquent account balance: \$120.83
 - Pink notices sent out on 3/29/22 for April = 127

COMMUNICATION & MORALE

- Continue working toward improving communication w/ board members & community partners
 - Clerk looking at in house UASD board member training to piggyback a future board meeting to satisfy annual and semi annual training requirements
 - Reuse open house was successful estimated 70 attendees. Working on video production of event for follow up distribution and customer engagement
 - Assisted with Magna Fourth of July celebration and parade rolled out emergency mobile water storage tank and passed out fresh magna water to community, stored committee golf carts for them, and helped remove all of banners and t posts around town
 - Set up and distributed water from emergency mobile water storage tank to the Western Estates Mobile Home park community on 6/25 & 6/26 with much use and appreciation
- Work to improve communication & morale with employees
 - Meeting with leads and operations managers to discuss transition to more preventative maintenance programs on water construction crew set for July 12th at 2 pm
 - Looking at setting up team building meeting for front office staff
 - Winter party date set for December 9th, 2022
 - Review options for Jackets with logo
 - GM looking at management/leadership training seminar options like Franklin Covey,
 Dale Carnegie, Eccles Business
- Work to improve communication with customers
 - Plan on Mick Sudbury JVWCD appointment announcement for August 1st mailer. Work on a ground water level summary/flyer for September 1st mailer.
 - Thorough and prompt response to customer concerns and complaints
 - Customer had questions over safety protocols associated with reuse project during open house to prevent cross connections

WATER PRODUCTION

Water Production Report

June 2022

Water Production Summary

The culinary water production for May was 199.6 million gallons or 612.73-acre feet, a 23.84% decrease from 2021. Year to date production was 722.1 million gallons or 2,216.3-acre feet, a 11.87% decrease from 2021.

We have purchased 398.09-acre feet of water from Jordan Valley Water as of June 2022.

Callout Report – Water and Wastewater Combined

Total number of call outs - 19 Total Hours - 128.45

1 Mainline 1 Service Leak 17 Miscellaneous

Summary Of Water Deliveries MAGNA WATER DISTRICT System # 18014 Jun-22

				Current Month's				
Source	Month's Deli	iveries (AF)	Change %	Gall	Deliverie	s YTD (AF)	Change %	YTD Gallons
CULINARY WATER	2022	2021			2022	2021		
Well Sources	604.96	782.46			2,058.99	2,366.38		
Barton and Haynes								
To Waste	61.98	95.88			232.11	283.15		
10 Waste	61.98	95.88		-	232.11	283.15		
Total Finished Blend EDR	544.39	693.39			1,818.21	2,080.04		
							1	
JVWCD Magna Reading	66.39	65.10			395.95	397.33		
JVWCD	68.34	65.43			398.09	399.42		
Total Culinary Water	612.73	758.82	-23.84%	199,644,590	2,216.30	2,479.46	-11.87%	722,132,596
SECONDARY WATER								
Irrigation Well #1	_	31.19			3.70	78.93		
inigation wen #1	_	31.13		ŀ	3.70	78.93		
Irrigation Well #2	27.73	28.15			58.16	68.03		
Irrigation Well #3	3.00	12.21			19.85	33.37		
High Zone (secondary)	27.93	36.01			42.70	68.98		
		-					-	
Low Zone (secondary)	80.38	87.49			104.14	117.11		
Total secondary Usage	139.04	195.05	-40.28%	45,303,264	228.55	366.42	-60.32%	74,467,989
Total Duadratics of Water	754 77	052.07	26.000/	244 047 746	2 444 05	2.045.00	1.00/	706 600 506
Total Production of Water	751.77	953.87	-26.88%	244,947,716	2,444.85	2,845.88	-16%	796,600,586
* EDR Blend + Total Secondary + JVWCD = Total Production								

			JUNE CA	LL OUTS
Dept.	Employee	Date	Hours	Description
WATER	BOB BATT	6/20/2022	3.2	HYDRANT VALVE LEAK, 2680 S ISIS CIR
EDR	STEVE CLARK	6/11/2022	3	IRRIGATION COMMUNICATION FAIL
		6/12/2022	3	POWER PUMP, RESTART PLANT
WATER	JON DAVIS	6/21/2022	3	PINHOLE IN METER SETTER, 9113 W STANDARD CT
SEWER	DYLLAN DELOBEL	6/17/2022	4	CALL OUT TRAINING
WATER	MATTHEW HUNTER	6/10/2022	3	EMERGENCY BLUE STAKES, 2756 S 9050 W
		6/12/2022	3	CUSTOMER INSIDE LEAK, TURN OFF WATER, 7268 W MAJESTIC
		6/12/2022	3	REPORT OF WATER SHOOTING INTO AIR AT PLEASANT GREEN ELEMENTARY
		6/20/2022	3	HYDRANT VALVE LEAK, 2680 S ISIS CIR
		6/28/2022	4	REPAIRED SERVICE LEAK, 2993 S 8850 W
WATER	ROBERT JATERKA	6/17/2022	3	CUSTOMER INSIDE LEAK, TURN OFF WATER, 3592 S 7515 W
		6/20/2022	4	HYDRANT VALVE LEAK, 2680 S ISIS CIR
SEWER	BEAU LAMPER	6/17/2022	7	POWER OUTAGE, CHOPPER PUMP FAIL ON UFD, INTERMEDIATE PUMPS FAULTED,
				FINE SCREENS FAULTED, NON-POTABLE PUMPS LOST POWER. HARD UFD RESET.
				ADD FUEL TO AERATION GENEARTOR
			13.5	POWER OUTAGE, NO COMMUNICATION CHLORIN BUILDING & SCREW PRESS
				BUILDING. RESET CHLORINE PANEL, EFFLUENT FLOW SENSOR HYDRORANGER
				FAILED/REPLACE. HARD RESET HUBER STEP SCREEN PANEL. CONSTANT RE-
				FUELING GENERATORS, CONVAULT OUT OF FUEL.
WATER	JUSTIN LONG	6/20/2022	4	HYDRANT VALVE LEAK, 2680 S ISIS CIR
***************************************	3031114 20114	6/25/2022	7	WESTERN MOBILE WATER BREAK FLUSH
		6/26/2022	8	WESTERN MOBILE WATER BREAK FLUSH
WATER	CONNOR MCREYNOLDS	6/11/2022	3	CUSTOMER INSIDE LEAK, TURN OFF WATER 2788 S CAMERON GLEN. REPORTED
		, ,		SEWER BACKUP, NO LEAK 3554 S KINGBERG CV, APT 21.
			_	
		- / /	3	METER LEAKING, 9131 W 3200 S
		6/24/2022	3	WESTERN MOBILE WATER LEAK, TURNED OFF WATER.
		6/25/2022	3	WESTERN MOBILE WATER LEAK, TURN ON WATER TO DETERMINE LEAK
			C	LOCATION.
			6	WESTERN MOBILE WATER BREAK FLUSH, DELIVERY OF EMERGENCY WATER TRAILER
		6/26/2022	6.5	WESTERN MOBILE WATER BREAK FLUSH, DELIVERY OF EMERGENCY WATER
				TRAILER, TURN ON WATER
		6/26/2022	3	LEAKS REPORTED, 7372 W WESTPARK AVE & 7457 W MADISON CIR
		6/28/2022	4.75	REPAIRED SERVICE LEAK, 2993 S 8850 W
EDR	MATT SKOGERBOE	6/18/2022	3	POWER BUMP AT PLANT, RESET UNITS & PUMPS
WATER	MIKE HARMS	6/28/2022	4	SERVICE LEAK, 2993 S 8850 W
		6/30/2022	3	CUSTOMER INSIDE LEAK, TURN OFF WATER, 8104 W BREEZE DR.
WATER	CLINT GILES	6/28/2022	3.5	REPAIRED SERVICE LEAK, 2993 S 8850 W
WATER	PAUL BIRD	6/28/2022	4	REPAIRED SERVICE LEAK, 2993 S 8850 W
				•

Total Callout Hours	128.45
Total Callouts	19
Total Water/EDR Hours	103.95
Total # of Water Callouts	17
Total WWTP Hours	24.5
Total WWTP Callouts	2

LEAKS						
Date	Address	Hours	Mainline/Service			
6/20/2022	2680 S ISIS CIR	14.2	Mainline			
6/28/2022	2933 S 8850 W	20.25	Service			
	TOTAL	34.45	<u></u>			
	TOTAL	34.43				

WWTP REPORT



PROJECT NUMBER: 22-5-11943

REV: 1

DATE: 7/5/2022

TO: Dallas Henline

PROJECT NAME: Magna, UT – Shelf Spare & Parts

dallas@magnawater.com

SALES MANAGER: Brad Sciulli / (412) 607-7100

(801) 676-1598 (o)

REPRESENTATIVE: Mike Sorensen / (801) 597-4963

Waterford Systems

AERATION INDUSTRIES INTERNATIONAL is pleased to offer the following:

One (1) AIRE-O₂ Triton[®] 2.0 Aerator, consisting of:

- 60HP, 230/460 volt, 3-phase, 900 RPM, TEFC, premium efficiency motor
- 10HP regenerative blower
- Field replaceable, water-lubricated lower bearing
- Field replaceable, water-resistant sleeve
- 316 SS dual-blade primary PowerMix[™] propeller
- 304 SS Saturn Ring diffuser
- 304 SS housing, mounting flange, and hollow shaft

Note: Aerators shall arrive fully assembled for immediate mounting

One (1) TR60 Wearable Parts "Mini-Kit" (P/N 550084)

One (1) Triton 2.0 (60HP) Wearable Parts "Mini-Kit" (P/N 550159)

Three (3) Year Warranty (See General Terms and Conditions)

Freight FOB Jobsite

PRICE: \$54,424 USD

EXCLUSIONS: Startup supervision, installation, duties, and taxes are not included. Electrical

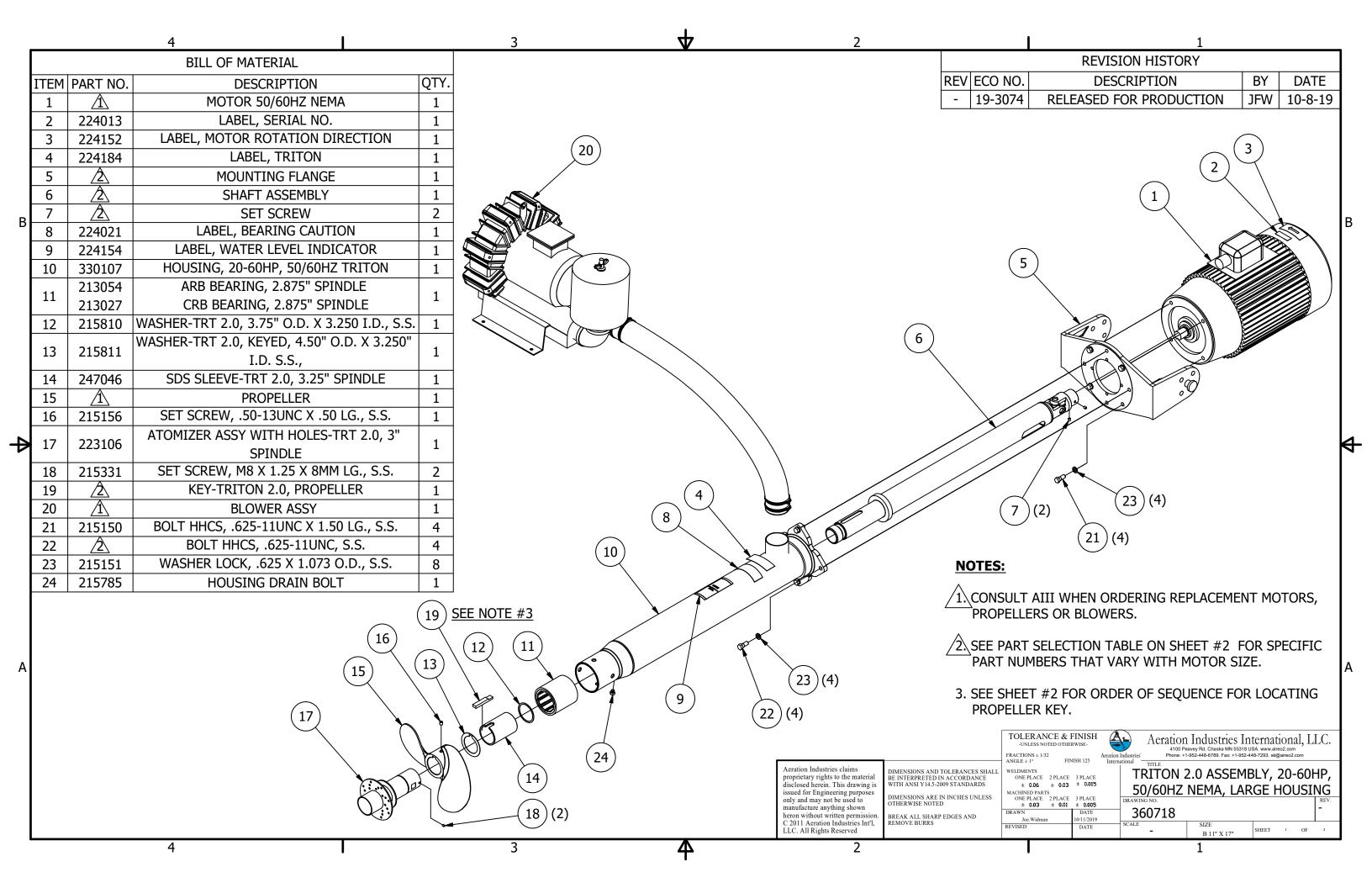
cable, controls, cord grips, anchoring hardware, mooring posts, mooring cable,

and all items not specifically listed above are excluded.

NOTE: If required, submittals will be done two weeks from receipt of purchase order.

Delivery is six to ten weeks from submittal approval. Quotation valid for 30 days.

TERMS: General Terms and Conditions Attached (2 Pages)



PART SELECTION TABLE: 20-60PP 50/60 NEMA TRITON 2.0 20PP 60PL 22PP 50PL 30PP 50PL 40PP 60PL 50PP 50PL 60PP 60PL	4		3	Φ		2				1	
PART SELECTION TABLE: 26-60HP 50/60 NEMA TRITON 2.0 20HP 50HZ 25HP 50HZ 40HP 60HZ 50HP 50HZ 60HP 60HZ											
TIFM 5 (MOLINTING FLANCE)	/ <u>-</u>		PART SELECTION TAB	_E: 20-60HP 50)/60 NEMA TR	RITON 2.0	T	I			
ITEM 6 (SHAFT ASSEMBLY)			-								
ITEM 7 (SET SCREW, 375-16LINC X, 312 LG, S.S.)			· · · · · · · · · · · · · · · · · · ·	-				+			
ITEM 7 (SEF SCREW, 500-13UNC X. 50 LG, S.S.) ITEM 19 (KEY-TRITON 2.0, PROPELLER, 3.30" SPINDLE, 5.47" LG.) ITEM 19 (KEY-TRITON 2.0, PROPELLER, 3.30" SPINDLE, 5.47" LG.) ITEM 22 (BOLT HHCS, 625-11UNC X 1.50 LG, S.S.) ITEM 22 (BOLT HHCS, 625-11UNC X 2.50 LG, S.S.) ORDER OF SEQUENCE FOR LOCATING PROPELLER KEY 1. PLACE HOUSING (ITEM #10) OVER SHAFT ASSEMBLY (ITEM #6) AND SECURE. 2. PLACE WASHER (ITEM #12) AND SLEEVE (ITEM #14) ONTO SHAFT SPINDLE. 3. ALIGN KEY OPENING IN SLEEVE WITH KEYWAY ON SHAFT SPINDLE. 4. PLACE KEY (ITEM #19) INTO KEYWAY OF SHAFT AND OPENING IN SLEEVE. 5. PLACE AND ALIGN KEYE WASHER (ITEM #13) AND PROPELLER (ITEM #15) ONTO SHAFT SPINDLE AND SECURE FOR LOCATING REPROPERTIES IN SLEEVE. 5. PLACE AND ALIGN KEYE WASHER (ITEM #13) AND DROPPLIER (ITEM #15) ONTO SHAFT SPINDLE AND SECURE FROPELLER (ITEM #15) ONTO SHAFT SPINDLE AND SECURE FROP								239445	239445		
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TEM 19 (KEY-TRITON 2.0, PROPELLER, 3.30" SPINOLE, 5.47" IG.) - - 215813 215813			- -				ļ	712120	712120		
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LLC. All Rights Reserved B 11" X 17" SHEET 2 OF 3					disclosed hereing issued for Engionly and may manufacture and heron without when the control of	n. This drawing is neering purposes to be used to sything shown written permission.	ERPRETED IN ACCORDANCE ANSI Y 14.5-2009 STANDARDS ISIONS ARE IN INCHES UNLES WISE NOTED K ALL SHARP EDGES AND	ONE PLACE 2 PLACE 2 PLACE 2 0.06 ± 0.06 ± 0.06 ± 0.07 MACHINED PARTS ONE PLACE 2 PLACE ± 0.03 ± 0.07 DRAWN Joe.Widman	3 ± 0.015 E 3 PLACE 1 ± 0.005 DATE 10/11/2019 50/ DRAWING N	60HZ NEMA, LARGE HOUSI 718	
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AERATION INDUSTRIES INTERNATIONAL, LLC

General Terms and Conditions

- 1. **Price.** Published prices are subject to change without notice and shall not be binding on Seller until reduced to writing signed by Seller. All prices are F.O.B. Chaska, MN, and do not include transportation cost or charges relating to transportation, which costs and charges shall be solely the responsibility of Purchaser. Prices quoted include standard packing according to Seller's specifications. Special packing requested by Purchaser, including packing for exports, shall be paid by the Purchaser as an additional charge.
- 2. **Taxes.** To the extent legally permissible, all present and future taxes, imposed by any Federal, State, Local or foreign authority, which Seller may be required to pay or collect upon or with reference to the sale, purchase, transportation, delivery, storage, use or consumption of goods or services, including taxes upon, or measured by the receipts therefrom, shall be paid by Purchaser. Amounts covered hereby shall be added to the price, or billed as a separate item as the law may require or as the Seller may determine. No offset against or reduction in price shall be allowed Purchaser by reason of taxes owed, paid or payable by Purchaser, or charged by Purchaser's account.
- 3. **Credit and Payment.** Credit accounts will be opened only with firms or individuals approved by Seller's Credit Department. Unless otherwise provided, in any case where delivery is made on credit, Purchaser shall have thirty (30) days from date of the invoice in which to make payment for the goods. Seller reserves the right at any time upon notice to Purchaser, to alter or suspend credit, or to change the credit terms provided herein, when in its sole opinion the financial condition of the Purchaser so warrants. In addition, the Seller may at any time, with or without notice to Purchaser, and at its option, suspend work and shipment under this contract if, in the Seller's sole opinion, the financial condition of the Purchaser so warrants. In such cases, in addition to any other remedies herein, or by law provided, cash payment or satisfactory security from the Purchaser may be required by the Seller before credit is restored or Seller continues performance. If the Purchaser fails to make payment or fails to furnish security satisfactory to Seller, then Seller shall also have the right to enforce payment of the full contract price of the work completed and in process. Upon default by Purchaser in payment when due, Purchaser shall pay immediately to Seller the entire unpaid amounts for any and all shipments made to purchaser irrespective of the terms of said shipment and whether said shipments are made pursuant to this contract or any other contract of sale between Seller and Purchased, and Seller may withhold all subsequent shipments until the full account is settled. Acceptance by the Seller of less than full payment shall not be a waiver of any or its rights hereunder. The seller reserves the right, at its discretion, to charge up to 1½% per month for amounts not paid within stated terms.
- 4. **Cancellation.** Cancellation of orders once placed with and accepted by us can only be made by us. Should the Purchaser, due to change in design or other good and sufficient cause, desire to effect cancellation of the order, same will be accepted on the following hasis:

Purchaser shall pay in full the costs of all material, dies, tools, patterns and fixtures provided for this order, that are on hand or for which we are obligated, together with all labor and other expense incurred in connection therewith. Invoices covering said costs shall be due and payable immediately upon our acceptance of cancellation.

- 5. **Patents.** To the best of our knowledge, the articles purchased hereunder do not infringe any Letters Patent granted to others by the United States of America or by any country foreign thereto. We do not assume any responsibility or liability for any claim of infringement brought against the Purchaser, its successors, assigns, customers or udders of its product. The Purchaser agrees to hold us harmless against any claim of infringement which arises out of compliance by us with specifications furnished by Purchaser.
- 6. **Risk of Loss, Title.** The risk of loss of the goods shall pass to the Purchaser as soon as they are deposited with the carrier for shipment to the Purchaser, but title to the goods shall remain in the seller until the purchase price therefore has been paid.
- 7. **Shipment.** All shipments shall be F.O.B. Chaska, MN, and the date of shipment shall be contingent upon the date of acceptance of Seller's offer. Seller's obligation with respect to shipments of the goods shall not extend beyond a) putting the goods in the possession of such a carrier and making such a contract for the transportation thereof as may be reasonable having regard to the nature of the good; b) obtaining and delivering within a reasonable time such documents as may be necessary for Purchaser to obtain possession of goods; and c) notifying the Purchaser of the shipment within a reasonable time. Seller shall have the right to ship all of the goods at one time or in portions from time to time within the time of shipment. This contract shall be deemed separable as to the goods sold. Purchaser may not refuse to accept any lot or portion of the goods shipped hereunder on the grounds that there has been a failure to ship any other lot or that goods in any other lot were nonconforming. Any such default by Seller will not substantially impair the value of this contract as a whole and will not constitute a breach of the contract as a whole. The goods shall be deemed to have been tendered to Purchaser when they have been deposited with the carrier.
- 8. **Inspection and Acceptance.** Purchaser shall have the right to inspect the goods upon receipt of them and shall have the opportunity, at that time, to run adequate tests to determine whether the goods shipped conform to the specification of this contract.

Purchaser shall recompense Seller, at the contract price, for all goods used in testing and Purchaser shall bear any expense incurred in the inspection of the goods used in testing, whether or not the goods are non-conforming. Failure to inspect the goods or failure to notify the Seller in writing that the goods are nonconforming with ten (10) days of the receipt of the goods by Purchaser, shall constitute a waiver of Purchaser's rights of inspection and rejection for nonconformity and shall be equivalent to an irrevocable acceptance of the goods by Purchaser. Acceptance – Unless we receive notification to the contrary promptly from you, we will consider the foregoing conditions as been acceptable to you.

- 9. **Excuse in Seller's Performance.** This contract is subject to an the Seller shall not be responsible or liable for any delay directly or indirectly resulting from or contributed limitations on Seller's production, capabilities, prompt settlement of all details relating to the materials covered by this proposal, and to delays due to fires, explosions, acts of God, strikes or other differences with workmen, shortage of utility, facility, components or labor, delay in transportation, breakdown or accident, war and acts of war, compliance with or other action taken to carry out the intent of purposes of any law or regulation, changes, or revisions, accidents or any other causes or contingencies not caused by Seller or other which Seller had no reasonable control. In the event that any one or more deliveries hereunder is suspended or delayed by reason of any one or more of the occurrences or contingencies aforesaid, any and all deliveries so suspended or delayed shall be made after such disabilities have ceased to exist, and nothing herein contained shall be construed as lessening in any event the full amount of goods herein purchased and sold, but only as deferring delivery and payment in the events and to the extent herein provided for. Neither shall any delay in shipment be considered as a default under this contract or give rise to any liability on the part of Seller for items of incidental, special consequential damage unless such delay was directly and proximately caused by the willful and wanton act of gross negligence of Seller. Acceptance of material on delivery shall constitute a waiver of any claims against seller for damages on accounts of delay.
- 10. **Warranty.** Seller warrants that it will, at its option, repair or replace the goods, or return the purchase price thereof, which are found to be defective in material or workmanship or not in conformity with the contract requirements provided that, within three (3) year of shipment thereof, Purchaser gives written notice of such defect to Seller, the Purchaser returns the goods to Seller at point of original manufacture, with transportation charges prepaid by Purchaser, and an examination by Seller discloses to its satisfaction the existence of such defect or nonconformity with the contract requirements. In no event shall Seller be liable for any incidentals, special or consequential damages resulting from said effects or nonconformity. This warranty specifically excludes all labor charges that could be incurred.

THE FOREGOING DOES NOT APPLY TO COMPONENTS WHERE WERE NOT MANUFACTURED BY SELLER, AND IS EXPRESSLY IN LIEU OF OTHER WARRANTIES EXPRESSED OR IMPLIED, INCLUDING ANY WARRANTY OF MERCHANTABILITY OR OF FITNESS FOR A PARTICULAR PURPOSE OR USE. THERE ARE NO WARRANTIES WHICH EXTEND BEYOND THE FOREGOING, NO AGENT, EMPLOYEE OR REPRESENTATIVE OF THE SELLER HAS ANY AUTHORITY TO BIND THE SELLER TO ANY AFFIRMATION, REPRESENTATION OR WARRANTY CONCERNING THE GOODS SOLD UNDER THIS SALES CONTRACT, AND UNLESS AN AFFIRMATION, REPRESENTATION OR WARRANTY MADE BY AN AGENT EMPLOYEE OR REPRESENTATIVE IS SPECIFICALLY INCLUDED WITHIN THIS WRITTEN AGREEMENT, IT SHALL NOT BE ENFORCEABLE TY THE PURCHASER.

- 11. **Remedies of Purchaser.** If goods are tendered which do not conform with the specifications under the sales contract and these goods are rejected by Purchaser, Seller shall have the right to cure the tender by either correcting the goods or substituting conforming goods. In the event that such substituted goods fail to conform to the contract or in the event of any other breach or repudiation of this contract by Seller, Purchaser shall not be entitled to recover any incidental or consequential damages as those terms are defined in Section 2-715 of the Minnesota Uniform Commercial Code and Purchaser's right to damages shall be limited to the difference between the contract and the market price of the goods as provided in Section 2-713 of the Minnesota Uniform Commercial Code. Purchaser shall not have the right to "cover" as provided in Section 2-712 of the Minnesota Uniform commercial code nor any rights to recover damages for any loss resulting in the ordinary course of events from nonconformity of tender as contained in Section 2-714(1) of the Minnesota Uniform Commercial Code.
- 12. **Assignments.** No right to interest in this contract shall be assigned by Purchaser, without the written permission of Seller, and no delegation of any obligation owned by Purchaser shall be made without permission of the Seller. Any attempted assignment of delegation shall be wholly void and totally ineffective for all purposed.
- 13. **Alterations, Interpretations and Definitions.** This contract shall be governed by the laws of Minnesota and is intended also as a complete and exclusive statement of the terms of their agreement. No course of prior dealings between the parties, and no usage of the trade shall be relevant to supplement or explain any term used in this contract. Acceptance or acquiescence to a course of performance rendered under this contract shall not be relevant to determine the meaning of this contract, even though the accepting or acquiescing party has knowledge of the nature of the performance and an opportunity for objection. Waiver by Seller of a breach by Purchaser of any provision of this contract shall not be deemed a waiver of future compliance therewith, and such provision shall remain in full force and effect. Any term used in this contract which is not defined herein shall have the same definition as that contained in the Minnesota Uniform Commercial Code.

DOCUMENT MANAGEMENT

Caselle® Software & Services Proposal

Magna Water District, UT

July 5, 2022 (Valid for 90 days)

From:

Sarah Dillon, Customer Relationship Manager skd@caselle.com



$\it Caselle^{\it \ B}$ Software & Services Proposal Magna Water District, UT July 5, 2022

Proposal Summary

Total Investment	\$5,000
Total Setup	2,000
Total Training	3,000
Total Software License	\$0

Monthly Software Assurance will increase by \$500.

I have read and agree to all terms	& conditions proposed herein
------------------------------------	------------------------------

Signature		
Printed Name & Title		
Date		



Caselle® Software & Services Proposal Magna Water District, UT July 5, 2022

Proposal Detail

Caselle® Application Software	License Fees	Training	Setup	Total
Caselle Document Management	-	\$3,000	\$2,000	\$5,000
Zonal OCR	-	-	-	-
Grand Total	-	\$3,000	\$2,000	\$5,000

Notes:

- 1. The training will take place online.
- 2. The subscription based Caselle Document Management includes: Full Text Search, Encryption, Drag and Drop, Role-Based Security, Versioning, Document Retention, Audit Trail, OCR (10,000 pages/month). Five (5) Concurrent User Licenses, five (5) Advanced Workflow Licenses and the Caselle Integration. Zonal OCR is included.

ZONE 3 PUMP STA

CHANGE ORDER

ORDER NO. 2 DATE J	uly 5, 2022
CONTRACT FOR: Zone 3 Secondary Booster Pump Static	on
OWNER: Magna Water District	
TO: Newman Construction	
(Contractor)	
You are hereby requested to comply with the following change Specifications :	es from the Contract Documents, Plans and
Description of Changes (Supplemental Plans & Decrease Specifications Attached) Item Contract Pric 1) Trucking Fuel Surcharge	Increase <u>Contract Price</u> \$30,371.00
JUSTIFICATION: See attached pages.	
The original Contract Price is: \$\) 1,870,480.00	
The amount of the Contract Price will be <u>increase</u>	by the sum of: <u>\$</u> \$30,371.00
The Contract Price including this and previous Change Orders	will be: \$ 1,902,336.00.
This document will become a modification to the Contract and	all provision will apply hereto.
Requested litel	07/05/2022
(Contractor)	(Date)
Recommended	07/05/2022
(Engineer)	(Date)
Approved	<u> </u>
(Owner)	(Date)

JUSTIFICATION

1) Trucking Fuel Surcharge

The Contractor hired a subcontractor to haul off the material for Bid Schedule C. The subcontractor increased their price to haul off the material due to the drastic change in fuel cost from the time the Notice to Proceed was issued to the time the hauling off of material was completed. During this time, the cost of fuel increased by more than 25%. Industry standards and Utah Administration Code allow for trucking companies to apply surcharges when gas prices increase to the degree that they have in this region.

A letter from the trucking subcontractor to the Contractor is attached as well as the Contractor's application for change order and the calculations they used to determine the cost increase of the trucking.

This item shall be compensation in full for the trucking fuel surcharge. A summary of the breakdown of this item is listed below. Attached is a copy of the costs submitted by the Contractor.

Labor & Material	\$30,371.00
Total	\$30,371.00

Original Contract Price; \$1,870,480.00

Total Contract Price Increase;

(including previous change orders); \$31,856.00

Total Contract Length Extension

(including previous change orders); 227 Days





13331 So. Redwood Rd. ●Riverton, Utah 84065 ● Phone 254-3524 ● Fax 254-6469

Excavation	n • Demolition • Pipeline					
DATE:	5/10/2022	JOB NAME:		MAGN	IA STOCK	EPILE OFFHAUL
SUBMITTE	ED TO: MAGNA	ADDRESS:				
PHONE:						
CONTACT	:					
		ESTIMATED				
ITEM#	DESCRIPTION	QUANITITY	UNIT	UNI	T PRICE	AMOUNT
1	Additional Work FUEL SURCHARGE	18,000	CY	\$	1.69	\$ 30,371.00
	Total Job					\$ 30,371.00
	NOTE: COST OF TRUCK & PUP OR SIDEDUMPS HAVE INCREASED DUE TO DIESEL FUEL PRICE INCREASES.					
BID IS:	✓ Unit Price (actual measured upon completion)		Lump	Sum		
	s Change Order to accommodate a change in scope of work as directed by the owner. This Change oner agrees to this price increase, and if applicable this Change Order will become part of the Cont		part of an ag	greement be	tween Newma	in Construction and the
BY NEWMAN	N CONSTRUCTION: MIKE DAVIS		DATE:		5/10	/2022
ACCEPTANCE	i: The above prices, specifications and conditions are accepted. You are authorized to do the wor	k as specified. Payr	ment will be	made as ou	tlined.	
SIGNATURE	& TITLE:		DATE:			



Dear Valued Customer:

Bar W Industries appreciates your business and strives to provide your company with the safest and best value in excavation/transportation services.

Fuel costs represent a very significant cost component in the delivery of Bar W Industries services. It is our approach to share cost changes with our customers in a fair and equitable way to continue to provide you with the service levels you expect and deserve.

We explored many options on the best way to provide a solution to the ever-changing cost of fuel. Bar W's equipment is unique in that road miles do not directly correlate to fuel consumption. This has encouraged us to evaluate our equipment operating cost on an hourly basis. We've determined that here in Utah, the price of Diesel fuel has almost doubled since last year.

https://gasprices.aaa.com/?state=UT We've used this to conclude that a Fuel Recovery Fee must be included on all future invoices. This fee is directly reflecting current pricing for diesel fuel. Effective 3/14/2022, in addition to our normal rates (\$120 per hour for side dumps, \$100 for 10 wheeler), for every \$.10 increase in fuel (based on the average here in Utah) above \$3.00 per gallon there will be \$1.00 added hourly to the piece of equipment/trucks operating on the job site.

We have concluded that this is the most advantageous solution for both parties. As fuel prices increase, the Fuel Recovery Fee is adjusted upward. Similarly, as fuel prices decrease, it is adjusted down. This is to be reviewed as needed to account for the ever-changing economic times that we are faced with.

We value your business, and we are confident this solution allows both our companies to continue to prosper. Should you have any questions, please do not hesitate to contact me.

Sincerely,

Paul Barlow

President

801-860-8504

Double -B- Express Enterprises LLC

ESTIMATE

P.O.Box 989 Riverton, UT 84065

801-867-1222

DATE	ESTIMATE #
02/01/2022	2

BILL TO:

Newman Construction 13331 south Redwood Road Riverton, UT 84065

SHIP TO:

Newman Construction 13331 south Redwood Road Riverton, UT 84065

	P.O. NUMBER	TERMS	PR	OJECT
		Due in 15 days		
	DESCRIPTION			AMOUNT
cour valued business partners; Due to the page, but also the cost of tires, and metharge, effective 3/14/22. We believe lows for the price per hour to reduce, as \$110 per hour, based on fuel @ \$3 add one dollar per hour, it will decreased a sum of the price of the state of Utah comes from Triple Andship as we navigate these tumultuons.	echanical rates, we are adop this is the most advantageou as fuel prices reduce. The fo 0.00 per gallon, for every 10 se the same way. Example: 1 \$25 per hour surcharge. The 's website. We value and ap	oting a variable fuel us formula for both p ormula is as follows: of cent increase from the if fuel is \$5.50 per gase e weekly average fue	arties, as Our base here, it allon, el price	\$0.0

INCREASE IN DIESEL \$COST		GAL/DAY		LY \$ INCREASE	HRS/SHFT	HOURLY INCREASE	
	\$ 2.00	100	\$	200.00	10	\$	20.00

TRUCKING HOURS		HOURLY COST INCREASE	<u>SUBTOTAL</u>	PR	OFIT (10%)	<u>TOTAL</u>		
	1380.5	\$ 20.00	\$ 27,610.00	\$	2,761.00	\$	30,371.00	

STEL TANKS PAINTING

CHANGE ORDER

	ORDER NO	O. 3
	DATE	July 5, 2022
CONTRACT FOR: 2021 Steel Tanks & Sec	ondary Clarifiers Painting & Repair	airs
OWNER: Magna Water District	ac reopi	ano
TO: Goldenwest Specialties		
	(Contractor)	
You are hereby requested to comply with the for <u>Specifications:</u>	llowing changes from the Contrac	et Documents, Plans and
Description of Changes		
(Supplemental Plans &	Decrease	Increase
Specifications Attached) Item	Contract Price	
1) Remobilization for Clarifier #2	Contract The	Contract Price
2) Balancing Change Order		\$6,000.00
g chair		\$3,023.68
The original Contract Price is: \$569,100.00 The Contract Price adjusted from previous change		
The amount of the Contract Price will beIn	by the sum of: \$\square\$	9,023.68
The Contract Price including this and previous C	hange Orders will be: \$ 628,506.9	
This document will become a modification to the	Contract and all provision will a	pply hereto.
Requested Geyland	7/5/22	_
(Contractor)	(Date)
Recommended	07/05/2	2022
(Engineer)		Date)
Approved		
(Owner)	(1	Date)

JUSTIFICATION

1) Remobilization for Clarifier #2

Equipment was setup previously inside Clarifier #2 last fall. Before sandblasting and painting could begin, the district needed to use the clarifier. As such, Goldenwest demobilized their crew and equipment. Rental fees were accrued for the scaffolding. This change order is to counter these costs and cover the cost of the remobilization of crew and equipment including scaffolding setup.d

Remobilization of crew and equipment	\$3,500.00
Scaffold setup in Clarifier #2	\$2,500.00
Total	\$6,000.00

2) Balancing Change Order

Upon completion of the project, a number of unit quantities were adjusted based on what was actually installed as part of the project. A copy of the pay request spreadsheet showing the changes has been attached.

Labor & Material	\$3,023.68
Total	\$3,023.68

Original Contract Price; \$569,100.00 Total Contract Price Increase; \$59,406.93



ABRASIVE BLASTING - INDUSTRIAL COATINGS & LININGS - FIREPROOFING - HAZARDOUS PAINT REMOVAL

June 7, 2022

Magna Water District/Epic Engineering

Attn: Stockton Denos

Subject: Change Order Remobilization for Clarifier #2

In response to your requested Change Order on the Magna Water District 2021 Tank Project, we are pleased to offer our proposal.

Scope of Work and Specifications:

Remobilization

- Remobilize of crew and equipment
- Set up scaffold in clarifier

The following clarifications form an integral part of our proposal pricing:

• Our proposal price is based upon providing a 1 year warranty on labor and materials after completion and acceptance of our work.

Our Lump Sum Price to accomplish the work in accordance with the terms of this proposal:

Remobilization \$ 3,500.00 Reset up of Scaffolding \$ 2,500.00

We appreciate the opportunity you have extended and allowing us to submit this proposal to you. Should you require any additional information, please do not hesitate to contact me at my office number 801.269.0736, my mobile phone number 801.414.7727, or my email at Skyler@goldenwestptg.com with any questions.

Thank you,

GOLDENWEST SPECIALTIES

Skyler Biesinger

Skyler Biesinger

Industrial Asset Protection Expert

NACE Coating Inspector Certified Level 2 # 82692

2021 STEEL TANKS & SECONDARY CLARIFIERS PAINTING & REPAIRS MAGNA WATER DISTRICT

Pay Request Worksheet

2021 \$	STEEL TANKS & SECONDARY CLARIFIE	ERS PAINTI	NG & F	REPAIRS			To Date			Balancing Cha		
Item	Description	Est.		Harib Coast				0/ C	Balancing			Amount
No.	Description	Quantity	Unit	Unit Cost	Amount	Quantity	Total	% Complete	Quantity	Unit Cost	Total	Remaining
1A	Mobilization	1	LS	\$ 8,000.00	\$8,000	1.00	\$8,000.00	100%		\$8,000.00	\$0.00	\$0.00
2A	1.5 MG tank interior sandblasting and painting	1	LS	\$ 227,468.00	\$227,468	1.00	\$227,468.00	100%		\$227,468.00	\$0.00	\$0.00
ЗА	Corrosion pit weld repair (1.5 MG tank interior)	50	EA	\$ 85.32	\$4,266	124.00	\$10,579.68	248%	74	\$85.32	\$6,313.68	\$0.00
4A	Surface repair (1.5 MG tank interior)	40	SF	\$ 110.00	\$4,400	10.09	\$1,110.00	25%	-30	\$110.00	-\$3,290.00	\$0.00
5A	Overflow pipe repair (1.5 MG tank interior)	1	LS	\$ 4,266.00	\$4,266	1.00	\$4,266.00	100%		\$4,266.00	\$0.00	\$0.00
6A	Holiday testing (1.5 MG tank interior)	1	LS	\$ 5,100.00	\$5,100	1.00	\$5,100.00	100%		\$5,100.00	\$0.00	\$0.00
7A	1.5 MG tank exterior surface preparation and painting	1	LS	\$ 51,800.00	\$51,800	1.00	\$51,800.00	100%		\$51,800.00	\$0.00	\$0.00
8A	0.5 MG tank exterior surface preparation and painting	1	LS	\$ 36,800.00	\$36,800	1.00	\$36,800.00	100%		\$36,800.00	\$0.00	\$0.00
1B	Mobilization	1	LS	\$ 3,500.00	\$3,500	1.00	\$3,500.00	100%		\$3,500.00	\$0.00	\$0.00
2B	2.0 MG tank exterior surface preparation and painting	1	LS	\$ 73,300.00	\$73,300	1.00	\$73,300.00	100%		\$73,300.00	\$0.00	\$0.00
3B	0.5 MG tank exterior surface preparation and painting	1	LS	\$ 30,200.00	\$30,200	1.00	\$30,200.00	100%		\$30,200.00	\$0.00	\$0.00
1C	Mobilization	1	LS	\$ 3,500.00	\$3,500	1.00	\$3,500.00	100%		\$3,500.00	\$0.00	\$0.00
2C	Clarifier #1 sandblasting and painting of metal surfaces	1	LS	\$ 56,330.00	\$56,330	1.00	\$56,330.00	100%		\$56,330.00	\$0.00	\$0.00
3C	Clarifier #1 Holiday testing	1	LS	\$ 1,920.00	\$1,920	1.00	\$1,920.00	100%		\$1,920.00	\$0.00	\$0.00
4C	Clarifier #2 sandblasting and painting of metal surfaces	1	LS	\$ 56,330.00	\$56,330	1.00	\$56,330.00	100%		\$56,330.00	\$0.00	\$0.00
5C	Clarifier #2 Holiday testing	1	LS	\$ 1,920.00	\$1,920	1.00	\$1,920.00	100%		\$1,920.00	\$0.00	\$0.00
	Total Costs				\$569,100,00						\$3.023.68	

CHAN	GE ORDERS	To Date			Balancing Change Order							
Item		Est.							Balancing			Amount
No.	Description	Quantity	Unit	Unit Cost	Amount	Quantity	Total	% Complete	Quantity	Unit Cost	Total	Remaining
1.1	New Vent Pipe (3500 1.5 MG Tank)	1	LS	\$8,385.00	\$8,385.00	1.0	\$8,385.00	100%		\$8,385.00	\$0.00	\$8,385.00
1.2	Abrasive Blast Bottom	1	LS	\$9,900.00	\$9,900.00	1.0	\$9,900.00	100%		\$9,900.00	\$0.00	\$9,900.00
1.3	Repair Vent Pipe (4100 S 2 MG Tank)	1	LS	\$1,098.25	\$1,098.25	1.0	\$1,098.25	100%		\$1,098.25	\$0.00	\$1,098.25
1.4	New Coating for Feed Tank	1	LS	\$15,000.00	\$15,000.00	1.0	\$15,000.00	100%		\$15,000.00	\$0.00	\$15,000.00
2	1.5 MG Tank Beam Structural Repair	1	LS	\$16,000.00	\$16,000.00	1.0	\$16,000.00	100%		\$16,000.00	\$0.00	\$16,000.00
3	Remobilization to Clarifier Site	1	LS	\$6,000.00	\$6,000.00	1.0	\$6,000.00	100%		\$6,000.00	\$0.00	\$6,000.00
											\$0.00	
	Total Costs				\$56,383.25							

Contract Total \$625,483.25

Indicates that the amount has been changed from origional submitted by Contractor

Original Contract Amount \$569,100.00
Contract Increase \$62,696.93
Contract Decrease -\$3,290.00
Net Contract Adjustment \$59,406.93

New Contract Amount

\$628,506.93

HUMAN RESOURCES POSITION

FINAL DRAFT



JOB DESCRIPTION

Title: Human Resources Manager

Reports to: General Manager

Group/Department: Executive Team

Updated: July 2022

Starting Wage: \$80,000 to \$110,000 Annually

Job Summary:

We are looking for an experienced Human Resource Manager to establish a new HR department for our team (currently 30 employees and 3 Board of Trustees) and to undertake a variety of traditional HR Manager duties along with other support activities for our employees, management team, and Board of Trustees. An important part of your role will be to act as the liaison between the Board of Trustees, management, and employees, ensuring smooth communication and prompt resolution of requests and questions. You'll be involved in HR strategic planning, creating policies, processes, documents, and responsible for the creation and implementation of critical training and employee development.

Essential Duties and Responsibilities:

- Administer all aspects of the staffing process including:
 - o Review and update of job descriptions and duties for employee positions
 - o Recruiting, screening, and interviewing applicants
 - New hire orientation, onboarding and exit interviews
- Administer all employee benefits programs
- Administer employee safety and training programs
- Serve as the District's EEO Manager including responses to grievances and appeals
- Ensure the organization's compliance with all local, state and federal regulations related to HR
- Maintain District organization charts, employee directory, seniority rosters, & all employee records/personnel files
- Working in coordination with the management team to
 - o Advise on all HR related matters including disciplinary actions, grievances and appeals
 - Review and update people policies, strategies, and processes designed to optimize organizational efficiency, effectiveness, and employee engagement
 - Assess and identify current and future staffing needs and succession planning
 - Review and update compensation programs including hourly wages, annual salaries, and benefits. Work with consultants on compensation reviews as necessary
 - Assist with developing, conducting, facilitating & documenting employee training on job duties, personnel policy, procedures, rules, and programs
 - Assist with employee performance reviews, goals and development programs
 - o Administer employee and customer surveys
 - Administer employee retention strategies/recognition programs such as service awards, employee socials, and activities

FINAL DRAFT



Secondary Duties and Responsibilities:

- Assist Finance Department
 - o In developing and updating the annual personnel budget
 - o In payroll preparation by providing relevant data (absences, bonus, leaves, etc)
- Working in coordination with the management team to
 - o Improve public relations, customer engagement and education programs
 - Develop and administer QA/QC programs
 - Assist with emergency response planning and training including desktop exercises and mock events
 - Clerical and administrative support as needed
- Other Duties as assigned

<u>District's Vision, Mission & Guiding Principles</u>

<u>Vision</u> – The continuous delivery of safe, excellent, cost-effective water supply and wastewater services in compliance with all State and Federal regulatory requirements to every home and business within Magna Water District boundaries.

<u>Mission</u> – The Magna Water District is committed to serving the needs of the Township of Magna residents, businesses, and visitors by providing high-quality drinking water and wastewater disposal services while planning for future economic growth. This will be accomplished through progressive planning, implementing water conservations measures, safe-guarding public health and the environment, and providing for continuous process improvements, advanced technologies, and cost efficiencies. This requires that we establish, maintain, update, and protect our water system from contaminants, either natural or as the result of industry; maintain and enhance long-term water resources through water conservation programs using advanced technology available to the District for pristine water quality and wastewater disposal services. It also requires that we accomplish this 24 hours a day, 365 days a year. We are honored to serve our community and pursue this mission.

Our Guiding Principles:

- Value our customers, employees, vendors, engineering firms, and contractors. Solicit and be open to their opinions, their concerns and their suggestions.
- Serve the Magna community efficiently and effectively in a manner which exceeds their expectations of hard work, empathy, and thoughtful consideration.
- Create and foster a positive work environment where new ideas from employees are encouraged, listened to and acknowledged.
- Foster open, clear and timely communication amount our workforce, stakeholders and customers by listening attentively, asking questions and interacting appropriately.
- Protect the public interest, and through our actions, integrity and accountability maintain a strong foundation of trust with our community.
- Conduct ourselves in a safe and professional manner and take an active interest in the wellbeing of our community.
- Treat everyone with dignity and respect.
- Anticipate and be ready to adapt to future trends and needs.
- Maximize environmental, social and economic benefits, considering the short and long-term benefits and impacts of our decisions.
- Be accountable for our actions and results, successes, and failures.
- Align our service and performance with the goals identified by the trustees, and management.

FINAL DRAFT



Job Requirements:

- Proven experience in relevant human resources/administrative position for at least four years on the job.
- Degree in Human Resources or related field
- Basic knowledge of labor laws
- Excellent organizational skills
- Strong communications skills

Background Knowledge:

- Requires knowledge of principles and procedures for personnel recruitment, selection, training, compensation, and benefits
- Requires knowledge of business and management principles involved in strategic planning, resource allocation,
 HR modeling, leadership technique and coordination of people and resources
- Requires mathematical skills and basic computer systems such as word processing, managing files and records, designing forms and other office procedures and terminology
- Requires knowledge of Microsoft Office
- Requires skills in technical communication and analysis of technical data
- Requires knowledge of facilitating safety & training programs
- The ideal candidate would also have experience/exposure to emergency response, QA/QC, public relations and customer engagement programs

Required Skills and Abilities:

- Problem Solving: Ability to apply common sense, analyze data, interpret results, and prepare written reports.
 Such work might include making decisions based on information and data gathered inside and outside the
 District, determining which options best meet District objectives with respect to long term and short-term goals
- Must be able to rely on policy, written guidance, or internal discussions to resolve problems
- Communications: Expected to comprehend and construct detailed memos, letters, and other correspondence, actively participate in group meetings, make presentations, and present information internally and at times externally.

MAGNA WATER DISTRICT

ORGANIZATIONAL CHART AS OF JULY 2022 30 TOTAL EMPLOYEE POSITIONS (5 Executive & 25 Union Positions, 0 Vacant)



