

**MINUTES OF THE
REGULAR MEETING
OF THE BOARD OF TRUSTEES OF
MAGNA WATER DISTRICT**

A regular meeting of the Board of Trustees of the Magna Water District was held Thursday, August 11, 2022, at 10:00 a.m., at the Magna Water District General Office, Kim Bailey Board Room, located at 8885 West 3500 South, Magna, UT.

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

Trustees Present:

Mick Sudbury, Chairman
Jeff White
Dan Stewart

Staff Present:

Clint Dille, General Manager
LeIsle Fitzgerald, District Controller
Trevor Andra, District Engineer
Raymond Mondragon, Water Operations Manager
Dallas Henline, Wastewater Operations Manager
Travis Rawson, Service Maintenance – Meter Crew
Jon Davis, Service Maintenance – Meter Crew

Also Present:

Nathan Bracken, Smith Hartvigsen PLLC
Don Olson, Epic Engineering
Jason Luettinger, Bowen Collins Associates
Joel Workman, AQS Consulting
Todd Richards, Planning & Zoning

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 July 14, 2022

Expenses for July 7 to August 7, 2022:

General Expenses: \$654,487.81

Zions Bank bond payments: \$83,282.19

A motion was made by Jeff White, seconded by Dan Stewart, to approve the minutes of the regular board meeting held July 14, 2022. The motion was approved as follows: Mick Sudbury, yea, Dan Stewart, yea, Jeff White, yea.

A motion was made by Jeff White, seconded by Dan Stewart to approve the general expenses, and the Zions Bank bond payment from July 7 to August 7, 2022, in the amount of \$654,487.81 and \$83,282.19, respectively. The motion was approved as follows: Mick Sudbury, yea, Jeff White, yea and Dan Stewart, yea.

DEPARTMENT REPORTS

General Manager Report:

STAFFING:

Clint asked the Board for their input and opinion in hiring an additional meter crew person. The crew's workload has increased tremendously in the last 25 years. The workload has increased due to new development, the annual meter repair and replacement program, increase in customer leak checks, conservation education, water pressure checks, and increased customer inquiries. After further discussion with involved staff, having an additional meter crew position would help with the workload and also allow enhancement to the District's customer notification processes.

Clint asked Travis Rawson and Jon Davis, the service maintenance customer service meter crew to share their thoughts. Travis indicated the workload is overwhelming, they are doing all they can to keep up with meter sets and service orders generated by office personnel, which are created to address any customer's needs. They cannot keep up with what is currently demanded.

Clint added the District's annual meter replacement program pays off several fold in accuracy and increased revenue. Jon Davis indicated Meterworks currently replaces all the 5/8" normal residential culinary water meters where staff changes out the larger sized commercial meters, such as churches, schools, parks, and other commercial connections. Staff has pushed hard to get the oldest meters changed out in the last couple of years. The larger the meter and the older the meter gets, the less accurate the meter is. Statistics show a large meter older than 10 years loses its accuracy by nearly 50% or more. Jon shared the example of changing out a large meter at a school. The meter was very old having been in the system since 2003, after the meter was replaced with a new meter, the revenue increased by 4 times the amount, due to the fact the new meter was measuring accurately, where the old meter had lost its accuracy. It helps the District to continue with the meter replacement program.

Clint shared with the Board the duties the third crew member could be assigned. The responsibilities would essentially be the same, however be more focused on customer service related to the customer's meter, such as, leak checks, pressure checks, water quality issues, notifying customers if they need to contact our office, new meter sets and coordinating with contractors. The District's customer notification procedure could be enhanced. This position could take on duties to evaluate meter reporting and responding to the data accordingly assisting the Controller and Accountant. They could also assist and enhance and improve the meter inventory.

The Board expressed their approval and felt that adding another position on the service maintenance customer service meter crew would be very beneficial. The Board expressed their support in proceeding in this manner. Staff will review, revise, and bring to the Board the job description. Mick asked if Clint could poll each individual Board member to get their opinion and approval of the changes to the job description and get approval to move forward. The Attorney indicated this would be fine.

Clint discussed the Human Resources Manager position and the developments on that position. The position was posted in house with no responses. Clint was contacted by a hiring consultant, Emily Rushton, Hire Integrated. Clint and LeIsle spoke with Emily yesterday. She had a lot of insight with hiring a HR Manager. If the District formally engages in their services, a fee of 25% of the annual wage of the position would be the cost. The recruiter consultant would assist the District in the initial screening, background checks, and would reach out to possible applicants.

Clint felt the District has two options to go about posting the position outside, and timing would be the deciding factor. The first option taking more time of the two options, would be for the District to proceed itself as usual and post the position to see what kind of response is received. The second option, the quicker option of the two, would be to go ahead and proceed with Hire Integrated. Once procurement of their services, even if an applicant comes directly to the District, the District is obligated to send them to Hire Integrated.

If proceeding with the first option, Mick asked if Clint and LeIsle knew enough about HR to hire someone who is qualified? Clint and LeIsle said “no.” Mick also noted that Clint and LeIsle have other responsibilities that this hiring process would impact and expressed the need for the expertise in finding a HR Manager.

Clint noted that Emily can include a specific target in looking for a candidate. Jeff noted it would be a benefit to have an independent person do the vetting to ensure the quality of the hire. Clint noted their service is guaranteed, if the winning candidate didn't work out within 90 days, they would find another person at no additional charge. Emily did say that there is a lot of interest in HR Manager positions, so it won't be hard to find people who are interested with the desired qualifications. Mick stressed the need to get someone with Union experience. Jeff asked if Hire Integrated would consider changing their guarantee to 180 days to align with the District's probationary period. Clint indicated he would ask if the guarantee period could be changed.

Nathan indicated this procurement would be under the procurement policy as a small purchase. Clint has a copy of the agreement from Hire Integrated and he will send it to the Attorney for review, after which it will need to be signed once the terms are agreed upon. Clint didn't see any initial concerns. A motion was made by Jeff White, seconded by Dan Stewart, to approve Clint to proceed with the procurement process to engage services of a professional recruiter to assist the District in hiring a HR Manager. The motion was approved as follows: Jeff White, yea, Dan Stewart, yea and Mick Sudbury, yea.

Clint turned some time over to Trevor to discuss the status of a staff engineer position. Trevor indicated the draft of the staff engineer job description, included in their trustee packet, was generated based on similar positions from cities, consultants, etc. Trevor added it would be classified as an Engineer 1 position with one to two years of experience, not possessing a PE, but also could progress to Engineer 2 or 3.

Mick indicated that he is struggling with this proposal; namely, what is the cost of hiring a staff person with benefits vs. contracting with someone like Epic? We know that interest rates will increase, and the housing market may slow down. Mick wants to weigh the costs of hiring our own employee vs. contracting out.

Clint said the thought process and reasoning in hiring a staff engineer, is by doing so would allow Trevor to use his skill sets and abilities in other areas that will really benefit the District's operations (modeling and operations, for instance). If Trevor had time, with his experience and knowledge, it would take our operations to a new level. Clint noted the example with the valve on 8000 West, in which staff had an idea of what the problem was, but Trevor was able to solve the issue more precisely through modeling. Until Trevor was able to get to the modeling, the operators were not able to understand fully what was happening out in the field. A lot of Trevor's responsibilities/demands can be done by someone with a lower skill set. Trevor is also our GIS point of contact and there are opportunities to use Trevor's GIS skills elsewhere. Trevor's workload could be reduced by someone that doesn't have to have a lot of experience and technical background. Clint noted that they could contract this work out, but the best approach seems to be to have a staff person who can train under the senior staff (e.g., someone training under the Controller). The staff engineer could train under Trevor and then eventually transition to District Engineer. Jeff noted that it is like an apprentice, meaning that this hire would be a first-level engineer who would require training and experience. Trevor explained that this work would be tasks like drafting letters, initial red-lines, correspondence, tracking project progress, etc., and training for the Engineer position, with a lot of supervision. Clint indicated if there was down time experienced, there's no reason the District Engineer couldn't start designing our own small projects in house if we had AutoCAD. Clint reminded the Board that this is a position for next year. Mick wants to see what the costs look like. Clint and Trevor will provide cost estimates for the next Board meeting. Danny agreed.

Jason with Bowen and Collins added, contracting out the services of an Engineering 1 consultant, just for 10-15 hours per week would cost as much as an in-house employee.

Clint expressed he doesn't see a reduction of consultant services. It's more about moving to the next level of operation. Mick said he doesn't want to get to a point where they don't have enough work for all employees, nor to get top heavy. Trevor added the position doesn't have to be brought on now, it was projected for 2023. This will allow the District more time to evaluate the workload and how development is progressing and continue the discussion. Jeff noted, however, that this position could work with all management to gain experience working with Trevor, Raymond, and Dallas. Trevor added there is potential work to assist with the District Inspector, GPS'ing, or potentially some low-level inspections.

OPERATIONS:

Clint reported Staff is working on a concept plan for a training area for staff which will allow employees to practice installing and repairing pipe. The plan would be to use the property behind the shop, all the District's equipment in the shop would be used. They would put in different piping with saddles, setters, other valves, fire hydrants, basically mock utilities. To enhance training of digging and skill sharpening. The idea would be to have staff install the training utilities, at the same time training by that. The training schedule and those responsible for the training would be a formalized rotation among the leadman, and a rotated schedule among new employees to get the training.

Clint presented a video on the Reuse Open House to get input before releasing it. The Board liked the video and approved its release. Clint asked how they would like to release it (website, Facebook, run it on the lobby TV, etc.). Mick commented the District received a lot of good feedback from the public, they were happy about it. If there is a community education meeting next year, Mick suggested placing banners out to advertise it. Mick said the staff did a great job of putting the video together as well as the open house.

Clint indicated the Trustees had a question regarding yearly vacation schedule for the District. There are certain times of the year where employees take time off such as hunting season, Christmas and start of summer. Raymond has asked his leadman to provide to him planned vacation calendars, so staff is covered during these times. Mick expressed his feeling of having in January a vacation sheet routed starting with highest seniority to lowest seniority, showing times of planned vacations. Jeff commented everyone has situations come up where time must be taken unplanned. Dallas added in the past the District has had quarterly vacation calendars where staff signs up for their vacation. There are procedures in place already that addresses the vacations, but it is managed quarterly. Clint commented the District has a shared outlook calendar of all absences which can be seen by those that have the calendar. The Board would like to see more formalized procedures/documentation for this practice.

Mick asked about the District's standby policies. When hiring, the job descriptions indicate that standby and callouts will be part of their position. Management has let standby be optional annually. Mick feels that each person should be required to serve on the standby rotation and to be available for call outs. Mick asked the Attorney's opinion on the legal issues with this.

Nathan indicated the job description is not the same as an employment contract. Job descriptions can change, it's more of an employment contract or policies that would apply in this situation. The guiding document would be whatever the employee has signed. (the policies). Clint added, it's just a philosophy that is chosen. A rigid approach could be chosen, no exception approach, which has its value, everyone would know what to expect, however, once you do go rigid, there is always situations that lend to it not being easily forced. Where someone has a personal situation where they can't go on standby, suddenly their circumstances change. The negative impact to moral may not be worth having a rigid approach. If a minimum requirement is met and the District's needs are met, then the rigidity approach is not favored.

Engineering Report:

Basement improvements and concept floor plan: Trevor presented concept plans for the basement. Mick noted the need to have a large meeting table/room where engineers can sit around the table and discuss things (e.g., a table that fit 10 people). Mick noted the District currently doesn't have a conference table. The plans have a 4-6-person table. Jeff asked if it is large enough. Clint said one possibility would be to change the Board meeting room table so that it could be converted into a conference table. Trevor said the thinking with the basement table was for it to be an internal meeting table. Jeff and Mick would like the table in the basement to be larger. Jeff proposed an 8X10 table. Jeff liked the layout.

Trevor explained that the plans contemplate some security improvements, including a safe. The storage area will have a security door with a keypad, which will provide a record of who is accessing the room. Would need to insulate some of the piping and paint it. Board is supportive

of leaving the ceiling open. Board discussed the timeframe. Mick wants to move forward now. Trevor said they would need an architect/engineer to finalize the plans and possibly hire a general contractor. The concept would set the District up for a while, Management will continue with the concept and report back to the board as it progresses. May anticipate a bid in December and construction starting first of 2023.

Haynes well #2 rehabilitation: Trevor informed the Board he received an email from the contractor that indicated this contractor remembers this well 40 years ago. He was not the contractor that constructed the well but remembered having discussions with the contractor that did construct the well. He indicated during that time they developed it the contractor didn't put in many development hours as they should have, and their equipment was not all that great 40 years ago. They expressed the knowledge of this well not being properly developed. Currently the contractor is seeing a lot of sand coming into the well and the gravel pack is going down, they have put in 100's of bags 50-pound bags into this well. The current contractor indicated they are essentially recreating this well. It's already drilled, but they are redeveloping it for the first time. Though the dual swabbing process we've seen it start up at 1000 ppm all the way down to 100 ppm, using the process of dual swabbing down the back up and tracking the sand levels. The contractor has gone through that whole process and is now working at the top of the well, there is a lot of sand, once done with that they will be completely done developing, should be this week. This well will be a better well than it ever has been, it will produce more water and less drawdown, almost like a replacement well.

Dan Stewart asked if the aquifer has leveled down at all or is it about the same as it was in prior years? Trevor answered in this recent year, levels have stayed constant. We are going to get a full history of the drawdowns and track forward for analysis.

Trevor commented the reason he talks about the development of this well is that it comes with a cost because in our bid schedule we did not have these many hours for development. We didn't know it was going to be an initial development of the well. We are tracking these numbers, we have been thinking about the budget all along, and had them stop at certain points when they potentially could have continued, but all through talking with the driller, the engineer, and staff to make that decision, this is developed to a point where we feel good and might be able to ink out a little bit more if we kept going, but let's call it now. We have a bid number for a certain number of development hours, and it is \$450/hour for that and have been tracking the hours. There will be a change order for this job with this increase in development hours.

Lead & Copper Newsletter: Trevor indicated the District has been working with AE2S to do the lead and copper inventory. AE2S is also helping the District produce some literature that can be shared with the public. The first draft of a newsletter is in the trustee packet. This educates the customer on what is the customer's side and what is the District's side, explains to the customer a little bit about the lead and copper inventory and that we are inventorying and will be asking the customers for help, it builds that relationship and understanding knowledge base for the customers. The idea would be to first put this out to them via the website and monthly billing. The draft ties to our Consumer Confidence Report that was available first of July. We would like to do what we can to keep the customer's worries and confusion at a minimum.

Zone 3 Pump Station Project: Trevor indicated this project is moving along well. They have poured the concrete, they have the header set, parts for the project started coming in so this

project is moving well. They are getting close to installing the sampling station throughout the District, then the water line portion of the project is still out a bit, they are discussing when they think it will begin.

Trevor indicated in the wastewater budget, there was two studies planned, one on the BioBrox and one on the settling basin tank, in having discussions about the organics in the ditch and the DO levels and wanting to get additional aeration equipment, it brought to light that the District needs to focus in on the organic capacity of the treatment plant. In 2017 the facility plan covered the hydraulic and organic capacity and was updated in 2019, but the organic numbers being used in the discussions, is from 2014. An update to the facility plan needs to be done to focus on the organic capacity of the treatment plant. Rather than doing the previous two mentioned studies, we would like to use those budget numbers to update our organic capacity update to the facility plan. If the Board agrees, Management will proceed with that. It will assist us in deciding on how to repair our aeration needs. Management will bring back to the Board additional information and a task order to do this study.

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

Water Production Summary: Raymond presented the water production report. The culinary water production for July was 251.5 million gallons or 772.15-acre feet, a 3.31% increase from 2021. Year to date production was 973.7 million gallons or 2988.45-acre feet, a 7.9% decrease from 2021. We have purchased 467.71-acre feet of water from Jordan Valley Water as of July 2022.

Callout Report – Water and Wastewater Combined: Total number of call outs 33 - Total Hours 152.75, 2 mainline breaks, 7 service leak and 24 miscellaneous call outs.

Wastewater Operations Report (including status and call out report): Dallas reported one of the benefits of the leaks, if there is one, is the opportunity to cross train our operators. We have a lot of the operators from the collections crew go to assist the water construction crew repair these leaks. It's giving the newer guys an opportunity to learn from some of the senior operators. Raymond and Dallas are working together to pull from each crew to cross-train and to stay current on leak repairs. Clint noted that the collections crew provided a lot of support, helping with a lot of leaks. They are talking about ways the water crew can help the collections crew. Good coordination between the departments.

Dallas updated the Board on the Clarifier restoration and rebuild; a new motor was installed, and it has been in service for about 72 hours, and it seems to be stabilizing. The last clarifier that needs upgrades has been taken offline as of yesterday and Westech will start that new drive motor and finish off the upgrades next week. Anticipated completion date in 3 – 4 weeks.

Dallas indicated the fuel storage tank is scheduled to be delivered at the end of August, which will increase the length of time the plant can go without power. Now the plant can go for about 15 hours without power, with the additional fuel capacity to be used by generators, they will be able to go an additional 36 hours without power on generators, a total of approximately 50 hours, at least 36 depending on loads on the generators.

Dallas updated the Board on the ATK Discharge Permit Issues, he indicated ATK have had some facility upgrades and process upgrades that have changed the way they discharge to our collections system. They have approached the District with the idea of doing a local limits

study to find out if their wastewater discharge permit could be changed at all to work better with their new process. They have approached the District in the past, and the permit hasn't changed. Their wastewater team are operating under their original permit. They propose the local limit study and have volunteered to pay for the study. Management recommends the District move forward with the study. The study will have direct oversight, a third-party neutral that can do the study to see if there are some changes that can be made to their permit that won't affect the plant's process. Through conversations had with the State of Utah, pretreatment coordinator, says as far as their existing permit, it's stringent and some of the limits that the District is holding them to right now, would be hard to defend if the District aren't willing to make some negotiations. With the District not negotiating these limits in the past, Northrup Grumman has gone to the State with questions. Northrup Grumman is one of our oldest relationships and the District wants to preserve that relationship, we want to protect our wastewater plant with the best interests of the District firsthand but feel the District can agree with having a local limit study and review negotiable findings. Don added to the discussion in the past when Northrup Grumman came to the District to negotiate terms of their permit, they wanted to use dilution as a qualification, but the District did not let them use the dilution concept. The Board wanted to make sure Management kept Don Olson involved with this study and findings. Clint noted that there is not a lot of documentation to support the District's position. We'll need to document our concerns to hold the line.

Dallas addressed questions concerning the maintenance program of the aeration equipment. Staff has operated and maintained the equipment according to the suggested manufacturer's schedule of maintenance program. The equipment is so new, there's not a lot to look for. The only thing they can do is go above and beyond of what the manufacture recommends. They have a check list out of the operation and maintenance manual performing the recommended maintenance daily, monthly, quarterly, and annually. This maintenance is documented and saved. The wastewater team wants to be proactive on this preventative maintenance and are working on right now. Part of the manufacturer's recommendations is to have a mini repair kit on hand and change out 3-8 years.

Dallas wanted to address the question about the original gear box quote from WesTech that was in the Trustee packet from March 2022. The gear box and the drive motor are cast as a single unit. The cost on that was \$59,000. Board felt the plant should have a backup for emergency situations. Dallas is researching this.

Jeff recommended taking oil samples from gear boxes and have them tested and start documenting the results of the oil samples. The oil sample test is about \$25 a piece. These test results can show any water infiltration and other impacts. Clint said they would incorporate this. May need training on how to pull oil out of the gearbox to collect the samples.

Controller/Clerk Report:

June 30, 2022 – Financial Report: LeIsle reported the District is looking good overall compared to the budget as of June 30, 2022. The water sales are down approximately 11% of budget but 0.17% from 2021. The impact fees and connection fees are much higher than this time in 2021. There is an increase in sewer sales due to additional connections. The expenses are all below budget by 12%, which is consistent with the reduction in water sales. The amount of funds spent towards projects and capital facilities was presented to the Board, the cash in bank, and the amount of debt that had been paid during the first six months of the year. The detailed financial statements were provided to the Board.

Legal Requirement Check List: LeIsle presented a new check list that lists all the legal filing requirements and deadlines that the District is required to comply with. It also shows when the District submitted reports and if the requirements have been completed. It also includes some in house policy requirements and indicates if the District has completed those, and when it was completed. The check list is a tool to track where the District is at with compliance, and it shows other management team members and Board if the District is in reporting compliance.

General Engineering YTD Costs: LeIsle presented this report in response to the Board's request in tracking how much has been spent towards general task orders approved from consultants, such as general engineering spent with Epic Engineering, Bowen Collins and Associates, Hansen Allen & Luce. None of the year-to-date amounts are over what was approved for the task order.

PROJECT AWARDS & AGREEMENTS

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

Westech Change Order #1 to the Clarifier Upgrade/Restoration project in the amount of \$4,800: Dallas asked the board to approve the change order #1 on the clarifier upgrade/restoration project in the amount of \$4,800, discussed in the last board meeting. There was an additional amount for the control panel, originally ordered they were bare bones and once they get on site, what kind of components are chosen, which caused the change order. A motion was made by Jeff White, seconded by Dan Stewart, to approve the change order #1 for the Clarifier Upgrade/Restoration project in the amount of \$4,800. The motion was approved as follows: Jeff White, yea, Dan Stewart, yea and Mick Sudbury, yea.

Purchase of aeration equipment spare shelf unit from Aeration Industries International and repair kits in the amount of \$54,424: Dallas indicated this is for the spare unit for the Triton mixer/blower and comes with 2 repair kits and the spare shelf unit. This price does not include any extra electrical that may need to be done at the time of use and swap. This will give the treatment plant a 9th unit in the event of a major problem and can be used while repairs are done on a permanent aeration unit. A motion was made by Jeff White, seconded by Dan Stewart, to approve the purchase of the aeration equipment spare shelf unit from Aeration Industries International and repair kits in the amount of \$54,424. The motion was approved as follows: Mick Sudbury, yea, Dan Stewart, yea and Jeff White, yea.

Purchase of the Truvac HXX by Vactor Manufacturing from Owen Equipment in the amount of \$602,410: Raymond indicated to the Board in purchasing this unit now would save the District about \$60,000. A motion was made by Jeff White, seconded by Dan Stewart, to approve the purchase of the Truvac HXX by Vactor Manufacturing from Owen Equipment in the amount of \$602,410. The motion was approved as follows: Mick Sudbury, yea, Dan Stewart, yea and Jeff White, yea.

Order of meters for 2023 including meters for new development, 900 replacement 5/8" culinary water meters and 200 3/4" replacement secondary water meters, and extras of larger sized meters 0- purchase price when delivered of \$722,792.17: LeIsle indicated due to the lengthy lead times in receiving water meters, we have been advised by our meter supplier to get an order in so the District won't be out of meters for the replacement program and

anticipated new development in 2023. These meters will not be paid for until they are received and that will be in 2023, so it will be included in the 2023 budget. A motion was made by Jeff White, seconded by Dan Stewart, to approve the order of the meters. The motion was approved as follows: Mick Sudbury, yea, Jeff White, yea and Dan Stewart, yea.

ADMINISTRATIVE

Discussion and possible motion to approve the following administrative items: This item has been discussed under the General Manager's report.

Draft of Staff Engineer position job description and duties: This item has been discussed under the Engineering report.

Discussion and possible motion to approve hiring a meter crew/customer service employee: This item has been discussed under the General Manager's report.

Granger Hunter Improvement District proposed changes to existing interlocal agreement for cross over connections: Clint indicated Granger Hunter Improvement District has approached the District regarding an update to the interlocal agreement between them and the District. The Attorney has reviewed the proposed agreement and indicated there were no legal concerns. LeIsle expressed a few concerns regarding additional connections in the billing system which would not be an issue. The other concern is about the tax revenue that is received from Granger Hunter for those connections and how it would be calculated and if it would be sufficient to subsidize the GO Bond payments that the District collects property taxes for. The difference in the proposed agreement and what is collected now may not be substantial enough to be concerned about. LeIsle asked if we could approach Granger Hunter to engage in additional consideration and bring back to the Board in a later board meeting. The board gave approval. The agenda item was tabled.

Next scheduled regular board meeting, September 8, 2022: The next regular scheduled board meeting is scheduled for September 8, 2022. Board all recognized the date and approved.

TRAINING & SAFETY

Discussion on the following training & safety items:

Intermountain Section AWWA Conference, October 5 – 7, 2022, Vernal, UT: Clint asked if the Board would support attendance to this conference. Indicated it was a good conference for Management to attend. Asked for approval to send Matt Skogerboe or Steve Clark, Raymond Mondragon or LeIsle Fitzgerald, and Clint Dilley, and any other Trustees that would like to attend. A motion was made by Jeff White, seconded by Dan Stewart, to approve attendance to this conference by three staff and any Trustees interested in attending. The motion was approved as follows: Mick Sudbury, yea, Dan Stewart, yea and Jeff White, yea.

Caselle Training Conference, October 25 – 26, 2022, Salt Lake Marriott downtown at City Creek, SLC, UT: LeIsle asked if the Board would support attendance to the Caselle Training Conference. The District has not participated in this conference for a very long time and by not attending the District has missed out on learning about some updates that have been available. Caselle indicated we could register all office employees, Mandy Whitmore, LeIsle Fitzgerald and Clint Dilley and rotate the individuals according to what courses each wanted to attend. A motion was made by Jeff White, seconded by Dan Stewart, to attend the Caselle Training

Meeting Minutes
August 11, 2022

Conference October 25 – 26, 2022. The motion was approved as follows: Dan Stewart, yea, Mick Sudbury, yea and Jeff White, yea.

Available dates to hold Trustee training, presented by UASD: LeIsle has contacted LeGrand Bitter, UASD President to ask if he would do an inhouse training for the Trustees at our office. He would be happy to perform the training. He preferred if the Trustees would attend the UASD Conference and if any were unable to attend, then he would do the inhouse training some time after that conference.

Motion to meet immediately in closed session to discuss the character, professional competence, or physical or mental health of an individual, pending or reasonably imminent litigation, and the purchase, exchange, or lease of real property, including any form of a water right or water shares pursuant to Utah Code Ann. §§ 52-4-204 through 205. Jeff White made a motion to meet immediately in closed session to discuss the character, professional competence, or physical or mental health of an individual, pending or reasonably imminent litigation, and the purchase, exchange, or lease of real property, including any form of a water right or water shares, pursuant to Utah Code Ann. 52-4-204 through 205. The motion was seconded by Dan Stewart, and approved as follows: Mick Sudbury, yea, Dan Stewart, yea and Jeff White, yea. The open session of the Board meeting was closed at 12:53 a.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 2:09 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

Other Business: None

Adjourn: Having no further business to discuss, a motion was made by Jeff White, seconded by Dan Stewart, to adjourn the meeting at 2:10 pm. The motion was approved as follows: Jeff White, yea, Dan Stewart, yea, and Mick Sudbury, yea.

LeIsle Fitzgerald

Attest

Mick Sudbury

Chairperson