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 13, 2026, at 10:00 am at the Magna Water District General Office, Kim Bailey Board Room, located at 8885 West 3500 South, Magna, UT.

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

Trustees Present:
Mick Sudbury, Chairman
Jeff White
Dan Stewart

Management Present:
Clint Dilley, General Manager
LeIsle Fitzgerald, District Controller
Trevor Andra, District Engineer
Dallas Henline, Wastewater Operations Manager
Andrew Sumsion, HR Manager
Steve Clark, Water Operations Manager

Also Present:
Nathan Bracken, Smith Hartvigsen, PLLC
Don Olsen, Epic Engineering
Doyl Jenkins, Magna Resident
Nate Rogers, Bowen Collins Associates
Madison Bertoch, Stantec Engineers

Pledge of Allegiance: Chairman led those in attendance in the Pledge of Allegiance.

Welcome the Public and Guests: Chairman welcomed those in attendance.

Public Comment: None

Chairman asked if any of the staff or board members had a conflict of interest with anything on this agenda. There were no conflict of interest.

Employee Recognition:
Daniel Cline – Flagger Certification
Trevor Ratcliffe – Flagger Certification
Cameron Peterson – Flagger Certification
Melinda Campbell – How to Handle Emotionally Charged Situations in the Workplace
Taylor Warner – CDL

Andrew Sumsion recognized the employees for their flagger certifications, training courses, and obtaining their CDL, as outlined above. No action was taken, for full discussion, please go to board meeting recordings beginning at position 1:18 to 2:32.

Approval of Common Consent Items:

Minutes of the regular board meeting held July 16, 2026
Expenses for July 8 to August 2, 2026
General Expenses: $790,671.89
Zions Bank Bond Payment: $51,980.83

A motion was made by Dan Stewart, seconded by Jeff White, to approve the minutes of the regular board meeting held July 16, 2026, general expenses from July 8 to August 2, 2026, and the Zions Bank Bond payment in the amount of $790,671.89 and $51,980.83; respectively. The motion was approved as follows: Mick Sudbury, yea, Dan Stewart, yea, and Jeff White, yea.

DEPARTMENT REPORTS
General Manager Report: Clint highlighted the following in his report:
Staffing: All positions currently staffed. The engineering team has been evaluating inspection position utilization to ensure all positions are fully utilized and to assist other departments when needed.
Operations – Water: The water department under went the Sanitary Survey with the Division of Drinking Water, completed every three years. The inspector pointed out and required documentation of items that other inspectors had not requested. The team has already corrected all items identified in the sanitary survey, there were no negative points assessed to the District, the system remains in the approved status with no points. Additional PFAS testing identified one well that has some elevated levels of PFAS, but below proposed MCL levels, but requires more frequent sampling. The District is working with the State on this testing. The State indicated there may be grant money to do a feasibility study to find out how much treatment would cost if the District ever needed to treat for PFAS.
Operations – Wastewater: Clint read an email that was received from our insurance broker, Olympus Insurance, regarding a risk assessment performed by Glatfelter, a national insurance carrier, of district facilities. The risk assessment team indicated Magna Water District was the best facility they had visited in all aspects of operation and management. Magna is an excellent example for other water and wastewater treatment facilities across the country. The District's risk management efforts are in display throughout the facilities, it is rare life saving devices at wastewater treatment plants, Magna has them strategically located. There were no formal recommendations in result of the risk assessment performed. The wastewater team has been working on improving polymer system redundancy.
Operations – Office: Trevor and the consultants are updating the emergency response plan, required every 5 years. Management is going to have a mock incident so all employees will know what to do in an emergency. Another AMI gateway will be activated today, which will help with meter information gathering. Yoppify is getting close to roll out the customer portal with AMI information.
Communication & Morale: Trevor and Clint will be attending a JVWCD meeting to discuss the new water budget policy and implementation tools and how it will affect the District. Andrew and Clint will attend and participate in the Magna Night Out for Safety and Unity on August 24, 2026. Working to improve issues with the Union that is ongoing and have made major progress. Worked to improve communications with the customers with the Haynes #8 Well flyer. Clint read another email from a customer regarding a pothole on 3100 S that had been present, the day of the email staff repaired the pothole, the customer thanked the team and their efforts. There was a communication glitch between a customer and staff regarding a leak that was checked over the weekend, because of the miscommunication, the customer felt frustrated.

No action was taken, for full discussion please go to the board meeting recording beginning at position 3:09 to 23:29. Please also see the general manager's report inserted in the board meeting packet.

Engineering Report: Trevor Andra, District Engineer, reported on ongoing projects. No action was taken, for full discussion, please go to the board meeting recording beginning at position 23:30 to 37:08. Please also see the engineering insert in the board meeting packet.

Water Operations Report (including water production and call out report): Steve Clark reported the culinary water production for the month of July was 246.8 million gallons or 757.48-acre feet, a 14.87% decrease from 2025. YTD production for June was 1,061.39 million gallons or 3,257.52-acre feet, a 5.30% decrease from 2025 YTD. We have purchased YTD 472.86-acre feet of water from Jordan Valley Water. The secondary water production for the month of July was 101.14 million gallons or 310.41-acre feet, a 10.79% decrease from 2025. YTD as was 255.38 million gallons or 783.81-acre feet, a 10.06% decrease from 2025. Steve reported the total number of call outs for water and wastewater departments for July was 23, and total hours paid was 122. No action was taken, for full discussion please go to the board meeting recording beginning at position 37:09 to 39:31. Please also see the water production report insert in the board meeting packet.

Wastewater Operations Report: Dallas reported during July 71 million gallons went to the secondary water system, enough water that fills the secondary water reservoir 14 times. All plant parameters and samples are good, summer time is the hardest treatment months, biology is more active and requires a lot more air. Passed the quarter 3 biomonitoring test. The new screw pumps have about three or four weeks of good 24 hour runtime, have good data on that working on the initial startups. Working through startup with the new grit system, the manufacture will be coming out in the next couple of weeks to do operator training. The collections crew has finished the annual root control under budget. The crew this time of the year flushes all major trunk lines, which has been completed this month. No action was taken, for full discussion, please go to board meeting recording beginning at position 40:21 to 42:36. Please also see the wastewater report insert in the board meeting packet.

Controller Report/Clerk Report:
Compliance Requirements Report: LeIsle reported the District is in compliance with reporting requirements.
2nd Quarter Budget vs Actual Report: LeIsle reported operating revenue is under budget by 2.81%, non-operating revenue is under budget by 25.61%, the operating expenses are under budget by 16.88%, and non-operating expenses are under budget by 2.69% and the capital expenditures were under budget by 34.85%. No action was taken, for full discussion, please go to board meeting recording beginning at position 42:37 to 47:17. Please also see the controller/clerk insert in the board meeting packet.

HR Manager Report:
Andrew updated the Board on staffing, trainings completed and trainings coming up, this month's safety training focus, and conferences to be attended with Board approval. On August 17, the summer operator's schedule will go back to 7:00 am – 5:30 pm, and on August 24 he and Clint will participate in the Magna Night Out for Unity and Safety. Andrew suggested, based on survey of other Districts, the executive team position titles be changed to be in line with their duties and responsibilities, and with other District titles. He will bring this back to the board to consider approval. No action was taken, for full discussion please go to the board meeting recording beginning at position 47:18 to 52:50. Please also see HR Report insert in the board meeting packet.

PROJECT AWARDS & AGREEMENTS
Discussion and possible motion to approve the following project awards and agreements:

Lead and Copper Service Line Replacement Project change order increasing contract amount by $33,239: A motion was made by Jeff White, seconded by Dan Stewart, to approve the lead and copper service line replacement project change order increasing contract amount by $33,239. The motion was approved as follows: Mick Sudbury, yea, Jeff White, yea, and Dan Stewart, yea. For full discussion, please go to board meeting recording beginning at position 52:51 to 55:41.

TRAINING & SAFETY
Discussion and possible motion to approve the following training & safety items:

Approval to attend the following conferences:

AWWA Annual Conference Sept 15th – 18th, Logan, UT
UASD Annual Convention Nov 4th – 6th, Layton, UT
WEAU Mid-Year Conference Nove 4th, West Valley City, UT

A motion was made by Jeff White, seconded by Dan Stewart, to approve attendance to the conferences outlined above except for the WEAU Mid-Year Conference, no one will be attending. The motion was approved as follows: Mick Sudbury, yea, Jeff White, yea and Dan Stewart, yea. For full discussion please go to board meeting recording beginning at position 55:42 to 59:18.

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

Resolution 2026-06 Adopting changes to District's Administrative Rules & Regulations: Andrew indicated this resolution will make changes to the drug and alcohol policy, to clarify language and easier to understand intent, changes to dress code policy, to modernize the dress code, and changes to update language on the ethical behavior form which employees sign to verify acknowledgement of the ethical behavior policy. A motion was made by Jeff White, seconded by Dan Stewart, to approve Resolution 2026-06 adopting changes to the District's Administrative Rules & Regulations. The motion was approved as follows: Mick Sudbury, yea, Jeff White, yea and Dan Stewart, yea. For full discussion please go to board meeting recording beginning at position 59:19 to 1:03:35.

For information and discussion only – no action items:

Next board meeting – September 10, 2026 at 10:00 am.

Motion to take a brief recess and immediately following, meet in a closed meeting to discuss: (1) the purchase, exchange, lease, or sale of real property, including any form of a water right or water shares, (2) pending or reasonably imminent litigation; and (3) collective bargaining issues pursuant to Utah Code Ann. §§ 52-4-204 through 205. A motion was made by Jeff White, seconded by Dan Stewart, to take a brief recess and immediately following meet in a closed meeting to discuss: (1) the purchase, exchange, lease, or sale of real property, including any form of a water right or water shares, (2) pending or reasonably imminent litigation; and (3) collective bargaining issues pursuant to Utah Code Ann. §§ 52-4-204 through 205. The motion was approved as follows: Dan Stewart, yea, Mick Sudbury, yea, and Jeff White, yea at 11:04 am.

Motion to close the closed meeting and re-open the public board meeting: A motion was made by Jeff White, seconded by Dan Stewart, to close the closed meeting and re-open the public board meeting at 12:00 pm. The motion was approved as follows: Dan Stewart, yea, Mick Sudbury, yea, and Jeff White, yea.

Motion to immediately meet in a closed meeting to discuss the character, professional competence, or physical or mental health of an individual pursuant to Utah Code Ann. §§ 52-4-204 through 205(1)(a): This closed session was not held.

Motion to close the closed meeting and re-open the public board meeting: Not Applicable.

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 12:01 pm. The motion was approved as follows: Dan Stewart, yea, Jeff White, yea, and Mick Sudbury, yea.

LeAsle Fitzgerald
Attest

Mick Sudbury
Chairperson