

**Minutes**  
**Central Davis Sewer District Board Meeting**  
**December 11, 2008**

The Board of Trustees for Central Davis Sewer District met in regular session at 7:00 pm at the District office located at 2200 South Sunset Drive, Kaysville, Utah 84037.

**Present:** Attending the meeting were Chair Susan Holmes and Trustees John Thacker, Carol Page, and Sherm Cloward. Trustee Steve Brough was excused. District Manager Leland Myers and Engineer Jill Houston were also in attendance. Attending representing CH2M Hill Engineers was Dru Whitlock. Attending representing CRS Engineers was Doug Cromar.

**Budget Hearing:** Trustee Page moved to open the budget hearing. Trustee Thacker seconded the motion and all Trustees present voted aye. Chair Holmes invited Manager Myers to present a summary of the proposed budget. Manager Myers reviewed the proposed budget with those present. Chair Holmes invited any comments from the audience. None were offered. Trustee Cloward moved to close the budget hearing with Trustee Thacker seconding the motion and all Trustees present voting aye. Trustee Cloward moved to adopt the 2009 Budget as proposed. Trustee Page seconded the motion and all Trustees present voted aye.

**Minutes:** Chair Holmes asked if there were any corrections to the minutes for November 13, 2008. One correction was made. Trustee Cloward moved the minutes of the meeting be approved as amended. Trustee Page seconded the motion and all Trustees present voted aye.

**Claims:** Chair Holmes invited Manager Myers to review the claims list with the Board. After review, Trustee Thacker moved the claims as presented be accepted. Trustee Page seconded the motion and all Trustees voted aye.

**Nutrient Removal Study:** Chair Holmes welcomed Dru Whitlock from CH2M Hill and invited him to present the results of the nutrient reduction study conducted by CH2M Hill for the District. Mr. Whitlock presented information from the nutrient study to the Board. Reduction of nutrients to about a 1 mg/L phosphorus and 15 mg/L nitrogen level will cost between \$8 million to \$10 million for construction and about \$100,000 annually for increased operating costs. Costs to reduce phosphorus to about 0.3 mg/L and nitrogen to about 8 mg/L would be about \$25 million. A question and answer period with the

Board took place. Chair Holmes thanked Mr. Whitlock for the work on the study.

**GSL Interlocal Agreement:** The final interlocal agreement and a resolution adopting the interlocal was presented to the Board by the Manager. This resolution is identical to the proposal presented previously with minor corrections. All Board members agreed that the establishment of a Jordan River/Great Salt Lake research body was in the best interest of the District's citizens. As such, Trustee Page moved to approve the resolution authorizing the execution of the interlocal agreement. Trustee Cloward seconded the motion, and all Trustees present voted aye.

**Wastewater Control Rules and Regulations:** Chair Holmes asked Manager Myers to review proposed changes to the District's Rules and Regulations. Manager Myers explained that the changes are the result of the Pretreatment Streamlining Regulations established by EPA. There are several mandatory changes. The new wording is from the EPA model ordinance. None of the optional changes were selected. Trustee Thacker moved to adopt the proposed changes to the Central Davis Sewer District Wastewater Control Rules and Regulations. Trustee Cloward seconded the motion and all Trustees voted aye.

**Drug Disposal Program:** Chair Holmes explained that the proposed drug disposal was a good public relations tool for the District. In addition, Chair Holmes stated that removing the excess drugs from the sewer is a benefit to the environment. Chair Holmes presented a proposed flier that would be sent to residents once a disposal mechanism is in place. The Chair also presented a letter to be sent to the City mayors asking them to consider a disposal program with their law enforcement agency. Finally, information on grants available for disposal boxes was reviewed. All Board members present agreed with proceeding with the drug disposal program.

**Personnel and Board Policy Review and Action:** Chair Holmes reviewed with the Board the Board Officers. Board members agreed that changes were not necessary. Chair Holmes proceeded with a review of the District personnel policy. Minor corrections were made to the policy. Chair Holmes stated that the District should add Martin Luther King Day to the scheduled holidays. This holiday is celebrated nationally and should be part of the District's policy. Specific attention in the review was directed at the three new position descriptions presented to the Board. After sufficient discussion, Trustee Thacker moved to approve the current policy as amended including the addition of Martin Luther King day as an official holiday and the addition of the three new job descriptions. Trustee Cloward seconded the motion and all Trustees voted aye.

**Collections System Environmental Management System Capacity Maintenance, Operations and Management Program:** Manager Myers reviewed a proposed

collections EMS and CMOM program with the Board. This program is needed to provide a written collections management and documentation program. The Manager explained that the proposed program mirrors the District's current practices with minor documentation additions. The Board discussed the current direction EPA is moving relating to sanitary sewer overflows and the need to have a management program in place. After the review, Trustee Thacker moved to adopt the proposed Collections Environmental Management System and Capacity Maintenance, Operations and Management System. Trustee Page seconded the motion and all Trustees present voted aye.

**Procurement - Aerator:** Manager Myers reported that the District had a 60 hp aerator fail and that it has been replaced with one of the used 75 hp spares the District has. One other existing 60 hp aerator is also experiencing excessive vibration and needs to be replaced in the near future. The Manager explained that the aerator that failed and the one that has excessive vibration were purchased used and have operated for the past ten years. Staff would like to maintain the remaining 75 hp used aerator as an emergency spare. As such, it is proposed the District procure a replacement aerator from the same manufacturer as all the other aerators, Eimco Equipment. The price of a new 100 hp aerator is \$85,000. Procurement time is 36 to 44 weeks. Trustee Thacker moved to approve the procurement of a 100 hp aerator from Eimco sole source based on uniformity with other equipment. Trustee Cloward seconded the motion, and all Trustees present voted aye.

**Procurement - Handheld GPS:** Manager Myers presented information on a new Trimble GPS that is easier to use than the survey grade GPS the District currently uses. Engineer Houston explained that the survey grade instrument is difficult for the operators to use. The proposed unit is considerably easier to use and will allow more staff to do the needed locating of both manholes or lateral cleanouts. The price of the proposed unit is \$8,979 and the unit has a 4-inch accuracy. Trustee Page moved to approve the procurement of the new Trimble unit for the price quoted. Trustee Cloward seconded the motion, and all Trustees present voted aye.

**2009 Meeting Schedule:** The following proposed meeting schedule was presented to the Board for consideration:

January 8, 2009

February 12, 2009

March 12, 2009

April 9, 2009

May 14, 2009

June 11, 2009

July 9, 2009

August 13, 2009

September 10, 2009

October 8, 2009

November 12, 2009

December 10, 2009

After review of the proposed schedule, Trustee Page moved to approve the dates and a 7:00 pm meeting time. In addition the August meeting will be a tax rate hearing if needed and the December meeting will be the budget hearing. Trustee Thacker seconded the motion, and all Trustees present voted aye.

The meeting adjourned at 9:00 pm.

Next Regular Meeting: January 8, 2009.

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District Manager