Minutes
Central Davis Sewer District Board Meeting

November 10, 2021

The Board of Trustees for Central Davis Sewer District met in regular session at 6:00 pm at the District office located at 2200 South Sunset Drive, Kaysville, Utah 84037.

Present: Attending the meeting were Chair Susan Holmes and Trustees, Carol Page, Sherm Cloward, Steve Brough, and Mark Johnson. Staff members attending were, District Manager Jill Jones, Assistant Manager Manjot Masson, and Engineering Manager Dave Hatch.

Minutes: The Board reviewed the minutes for October 14, 2021. Trustee Johnson moved to approve the minutes. Trustee Cloward seconded the motion and all Trustees present voted aye.

Claims: Chair Holmes asked Manager Jones to review the claims with the Board. The cash receipts, visa and bank reconciliation were also reviewed. After review, Trustee Page moved to approve the claims as presented. Trustee Brough seconded the motion and all Trustees present voted aye.

NACWA Update: Chair Holmes explained the NACWA winter conference would be held in person this year. Manager Jones showed a short humorous video on Fats Oils and Grease from one of the member agencies.

2022 Tentative Budget: Chair Holmes asked Manager Jones to review the proposed Tentative Budget. Manager Jones presented a brief review of the proposed tentative budget. The Budget remains basically the same as presented over the past several months with minor updates to include a new operator, and the estimate for 950 North sewer trunk line.

Trustee Johnson made the motion to approve the Tentative Budget 2022. Trustee Brough seconded the motion and all Trustees present voted aye.

2022 Tentative Budget – Public Notice: The public notice for Budget Hearing was presented for Board consideration. After discussion Trustee Brough made the motion to change the time to 6:00 pm and moved to set the Budget Hearing and publish the proposed notice with a Zoom option for public comment. Trustee Page seconded the motion and all Trustees voted aye.

Pretreatment Program Update / Adoption: Assistant Manager Masson explained this was a continuation of last month. Ms. Masson went through the updated Pretreatment
Program, the Sewer Use Rules and Regulations, and the attorney statement letter. Ms. Masson thanked GSL Consulting for help with the program. After discussion Trustee Johnson moved to approve the Sewer Use Rule and Regulations. Trustee Page seconded the motion and all Trustees voted aye. Trustee Cloward moved approve the new Pretreatment Program. Trustee Brough seconded the motion and all Trustees voted aye. Trustee Cloward moved to accept the Attorney Statement letter. Trustee Brough seconded the motion and all Trustees voted aye.

**WDC Supplemental Agreement:** Manager Jones presented the agreement with redlines that was presented last month. District Attorney, Todd Godfrey and UDOT has agreed to changes recommended last month. Trustee Page made the motion to sign the Supplemental Agreement for 650 West, etc. Trustee Cloward seconded the motion and all Trustees voted aye.

**Procurement – Outside Doors:** Engineering Manager Dave Hatch presented three bids for five doors needing replacement throughout the plant. The quotes are:

- Robert I Merrill Co: $22,907.00
- ABS: $23,907.00
- MDWS: $29,133.00

Mr. Hatch recommended the low bid of Robert I Merrill Co. for $22,907.00. Trustee Brough made the motion to approve Robert I Merrill’s bid. Trustee Page seconded the motion and all Trustees voted aye.

**Procurement – Screw Pump Bearing:** Engineering Manager Hatch explained the upper bearing of screw pump 3 needs to be replaced. This is a sole source procurement since the part is only available from one supplier, Corrio Construction is the local sales and service technicians for the screw pumps and parts in this area. The quote is $28,810.00 for bearing and labor. Trustee Johnson moved to approve the sole source procurement and replacement of the upper bearing of the screw pump to Corrio Construction. Trustee Cloward seconded the motion and all Trustees voted aye.

**Procurement – Utility Water Pump Repair:** Manager Jones explained that the utility water pump was in the shop for repair. The repair estimate is from Motion Industry is $19,669.64. Both dewatering buildings use the utility water and with one pump down it is a challenge to run both buildings. The repair will take two weeks from the date of approval. Due to the emergency of the repair Manager Jones emailed the board for approval. A majority of the board agreed. Ratification of the emergency approval is requested. Trustee Brough moved to ratify the vote to repair the utility water pump. Trustee Cloward seconded the motion and all Trustees voted aye.

**950 North Sewer Line Design Package:** Manager Jones pointed out the design for the new 950 North trunk line is complete and the bid package is almost finished. Staff would like to go out to bid on the project. Trustee Page made the motion to move forward and
put the design out for bid. Trustee Brough seconded the motion and all Trustees voted aye.

**WEFTEC Review:** Manager Jones, Assistant Manager Masson and Engineering Manager Hatch gave a brief update on WEFTEC 2021 held in Chicago. Nate Cloward participated in the Operations Challenge for Utah; his team took 3rd in the safety event. All thought the conference was beneficial.

**WEAU Student Design:** Assistant Manager Masson explained the WEAU Student Design competition will be focused on CDSD’s plant and removing ammonia.

**Pump Station Property Consultant:** Manager Jones explained there is a need for 2 pump stations to be enlarged beyond what the District owns. Ms. Jones recommends getting a land professional to help with this. Mr. Flint Barber was recommended as being a good fit. Trustee Cloward made the motion to hire Flint Barber to help secure property for the pump stations. Trustee Johnson seconded the motion and all Trustees voted aye.

**Minor Items:** The following minor items were reviewed with the Board:

2. US89 and WDC updates
3. Appreciation Luncheon – Manager Jones recommended the appreciation luncheon be held in the Collection garage; Board members agreed.
4. 30th Work Anniversary for Dave Barnes will be in January
5. UASD conference update

**Public Input:** There was no public comment.

Trustee Johnson moved to adjourn the meeting. Trustee Cloward seconded the motion and all Trustees present voted aye.

The meeting adjourned around 7:45 p.m.

Next regular meeting: December 9, 2021.

District Manager