Minutes
Central Davis Sewer District Board Meeting

December 9, 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, Mark Johnson via Zoom, and Steve Brough. Staff members attending were, District Manager Jill Jones, Assistant Manager Manjot Masson, and Engineering Manager Dave Hatch.

2022 Budget Review and Public Hearing – 6:00 pm: At 6:00 pm Trustee Page moved to open the 2022 Budget Hearing. Trustee Brough seconded the motion and all Trustees voted aye. Chair Holmes invited Manager Jones to present a review of the proposed Tentative Budget, Manager Jones presented such a review. Chair Holmes asked if there were any public comments on the Budget. There was no public comment. Trustee Cloward moved to close the Budget Hearing. Trustee Johnson seconded the motion and all Trustees voted aye. Chair Holmes invited Board members to comment or provide input. Following an in-depth discussion, Trustee Page moved to approve the Tentative 2022 Budget as presented as Final Budget and execute Resolution 2021-12-1. Trustee Brough seconded the motion and all Trustees voted aye.

Minutes: The Board reviewed the minutes for November 10, 2021. Trustee Cloward moved to approve the minutes. Trustee Page seconded the motion and all Trustees present voted aye.

Claims: Chair Holmes asked Manager Jones to review the claims with the Board. Ms. Jones reviewed the claims, cash receipt, and cash disbursements. After review, Trustee Brough moved to approve the claims as presented. Trustee Page seconded the motion and all Trustees present voted aye.

NACWA Update: Information on NACWA was presented.

2022 Meeting Schedule: Manager Jones presented the following public notice for Board consideration:

The Board for Central Davis Sewer District wishes to advise all Citizens of its 2022 meeting schedule. Public meetings will be held:

- January 13, 2022
- February 10, 2022
- March 10, 2022
- April 7, 2022
May 12, 2022
June 9, 2022
July 14, 2022
August 11, 2022
September 8, 2022
October 6, 2022
November 10, 2022
December 8, 2022

Time: 6:00 p.m.
Location: District Office
2200 South Sunset Drive
Kaysville, Utah 84037

All citizens wishing to attend the meetings are invited to do so. Some meetings may be held electronically, please contact the office at 801-451-2190 for an access code at least 24 hours in advance. Anyone wishing to have an item placed on the agenda should contact the District at least ten days prior to the meeting by mail or in person at the address above, or by phone at (801) 451-2190. The office is handicapped accessible and accommodations can be made in advance for anyone needing it by contacting the District at the above phone number.

Chair Holmes invited Board members to comment or provide input on the April meeting since it falls during WEAU annual conference. It was decided to hold the April board meeting on April 7, 2022. In addition, the October meeting is during WEFTEC. It was decided to hold the October meeting on October 6, 2022. Trustee Page moved to approve and authorize publication of the annual board meeting schedule. Trustee Cloward seconded the motion, all Trustees voted aye.

**Conflict of Interest Disclosure:** All Board members filled out a Conflict of Interest statement.

**Procurement – Screw Pump Electrical Repair/Upgrade:** Engineer Hatch presented two quotes for replacement of disconnects for the screw pumps due to age and safety. The quotes are:

<table>
<thead>
<tr>
<th>Company</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Skyline</td>
<td>$40,503.28</td>
</tr>
<tr>
<td>Total Power</td>
<td>$51,460.00</td>
</tr>
</tbody>
</table>

Trustee Brough made the motion to award the bid to the low bidder, Skyline for $40,503.28. Trustee Cloward seconded the motion and all Trustees voted aye.
COVID-19 Testing Results: Manager Jones presented the weekly summary from the results of the testing CDSD is participating in for SARS-CoV-2 in the influent. The Board expressed appreciation for the information.

Diurnal Phosphorus Study: Assistant Manager Masson gave an overview of the phosphorus study Intern Alysha Allgood conducted as part of the Biosolids Goals for 2021. Board members thanked Ms. Allgood and Ms. Masson for the great work on the report.

Procurement – Utility Pump Upsize: Manager Jones explained that Superintendent Trace Workman has solicited bids for a larger pump for the utility water pumps. Two of the three pumps are being repaired. Staff feels that a larger pump may last longer with fewer repairs. Some piping modifications will be required. Two bids were received:

   Motion Industries   $16,791.29
   Tech-Flow           $23,875.00

Staff recommends the low bid. Trustee Johnson made the motion award the bid to Motion Industries for $16,791.29. Trustee Cloward seconded the motion and all Trustees voted aye.

Procurement – West Farmington Pump Upsize Sole Source: Manager Jones explained that a larger pump for the West Farmington Pump Station is needed to keep up with the flow in the area. This is a sole source due to the piping and base configuration. Price for a Fairbanks 50Hp dry pit submersible pump is $29,910.00 from W-Cubed. Trustee Page made the motion to purchase the Fairbanks 50 Hp dry pit submersible pump as sole source for $29,910.00. Trustee Brough seconded the motion and all Trustees voted aye.

Procurement – West Farmington Pump Station VFD: The West Farmington Pump Station requires a new Variable Frequency Drive (VFD) to work with the larger pump. Staff solicited bids but only one VFD is locally available. If the VFD is ordered it could take up to twelve months to get here. The VFD price is $9950.00. Trustee Cloward motioned to purchase the VFD for $9950.00. Trustee Brough seconded the motion and all Trustees voted aye.

Risk Assessment: Chair Holmes asked if there were any questions. All board members had reviewed the Fraud Risk Assessment. Trustee Page made the motion to accept the Fraud Risk Assessment. Trustee Brough seconded the motion and all Trustees voted aye.

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

2. Misc. Articles
3. Update on WDC and US89
Public Input: There was no public input received.

Trustee Brough moved to adjourn the meeting. Trustee Page seconded the motion and all Trustees present voted aye.

The meeting adjourned around 7:00 p.m.

Next regular meeting: January 13, 2022 at 6:00 pm.

__________________________________________
District Manager