Minutes
Central Davis Sewer District Board Meeting
February 10, 2022

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, Mark Johnson, Sherm Cloward and Steve Brough. Staff members attending were, General Manager Jill Jones and Assistant Manager Manjot Masson.

Minutes for January 13, 2022: The Board reviewed the minutes for January 13, 2022. Trustee Brough moved to approve the minutes. Trustee Cloward seconded the motion and all Trustees present voted aye.

Claims: Chair Holmes asked General Manager Jones to review the claims with the Board. Ms. Jones provided an explanation of all items over $1,000, and an explanation of credit card purchases over $500. The cash receipts, bank reconciliation report and PTIF were also presented. After review, Trustee Brough moved to approve the claims as presented. Trustee Johnson seconded the motion and all Trustees present voted aye.

Biosolids 2021 Goal #3 Update – PFAS: Chair Holmes invited Assistant Manager Masson to present the Biosolids 2021 Goal #3 update. Ms. Masson provided an explanation of the testing and results. Trustee Johnson moved to accept the updated goal report. Trustee Cloward seconded the motion and all Trustees present voted aye.

Annual Biosolids Report: Chair Holmes invited Assistant Manager Masson to present the Biosolids report. Ms. Masson provided an explanation of the treatment process of both sides of the plant and the test results from the biosolids. Ms. Masson reminded the Board the Management Report was included in the EMS report. After an overview of the report and discussion, Trustee Cloward made the motion to approve the 2021 Biosolids Report and Resolution 2022-02-01. Trustee Brough seconded the motion and all Trustees present voted aye. Trustee Cloward made the motion to approve the Management report. Trustee Johnson seconded the motion and all Trustees present voted aye.

Biosolids Goals for 2022: Chair Holmes invited Assistant Manager Masson to review the proposed 2022 Biosolids Goals. The following goals were presented:

1. Provide training for staff member on internal audit EMS procedures.
2. Update information for District Compost Flyer.
3. Compost Anaerobic Biosolids in the summer
4. Control odor near the Dewatering Building

After discussion, the board thanked Ms. Masson for the time commitment in developing the goals. Trustee Brough moved to approve the proposed goals. Trustee Johnson seconded the motion and all Trustees present voted aye.

**Pretreatment and Implementation Procedures Policy Update:** Chair Holmes invited Assistant Manager Masson to present the policy. Ms. Masson explained GSL Consulting wrote this policy allowing the district to issue mass-based or concentration-based limits for categorical limits and/or local limits. The procedures are outlined in the policy for both categorical and pretreatment limits. Ms. Masson pointed out that the permit issued to Lippert’s Systems was also included for Board review. Trustee Page moved to accept the Pretreatment and Implementation Procedures Policy. Trustee Cloward seconded the motion and all Trustees voted aye. Chair Holmes thanked Ms. Masson and Leland Myers of GSL consulting.

**NACWA Update:** Board Chair Holmes provided information, in addition to the articles of interest included in the Board packet.

**Procurement – Screw Pump Lower Bearing and Installation:** Manager Jones reminded the Board the upper bearing of screw pump 3 was approved to be replaced in November. After further review staff recommended replacing the lower bearing at the same time as the upper bearing. 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 $11,535.00 for bearing and $6,200.00 for increased labor, for a total cost of $17,735.00. Trustee Johnson moved to approve the sole source procurement and replacement of the lower bearing of the screw pump to Corrio Construction. Trustee Cloward seconded the motion and all Trustees voted aye.

**Procurement – 950 North Sewer Construction Management:** Manager Jones explained the new 950 North sewer line is scheduled to start construction in March 2022. Staff requests using JUB Engineering for inspection and construction management. JUB designed the line and has worked with the district for many years and knows our specifications. It is estimated that the Construction management would approximately $30,000.00 (20hr/week) Inspection would be approximately $55,000.00 (40hr/week). After discussion Trustee Brough made the motion to contract with JUB for inspection and construction management for a combined cost up to $90,000.00. Trustee Cloward seconded the motion and all Trustees voted aye.

**Procurement – 700 West Pump Station Electrical Upgrades:** Manager Jones explained the electrical upgrades on the 700 West pump station has increased $4,700 from the July estimate. Trustee Cloward moved to approve the increase in cost due to the immediate need. Trustee Page seconded the motion and all Trustees voted aye.

**Procurement – West Farmington Pump Station Pump Rebuild:** Assistant Manager Masson explained the larger pump at West Farmington pump station needs repair. The estimate is $10,867.20. Trustee Johnson moved to approve the repair of the pump. Trustee Brough seconded the motion and all Trustees voted aye.
**Haights Creek Irrigation Elections:** It is time for the Annual Stockholder’s Meeting of Haights Creek Irrigation Company. The Board agreed to vote for Sam Johnson for the board member position. Trustee Cloward made the motion to vote for Sam Johnson. Trustee Brough seconded the motion and all Trustees voted aye.

**Upcoming Work Meeting with Davis County Commissioners:** Assistant Manager Masson explained staff members and Mr. Myers with GSL Consulting will be attending a work meeting with Davis County commissioners pertaining to the Davis County Jail and the various items flushed down from the jail which is causing issues at the West Farmington pump station. An update will be provided at the March meeting.

**2021 NACWA’s Peak Performance Application:** Manager Jones presented information about the NACWA Peak Performance Award the District has applied for. The Peak Performance Award recognizes facilities that have had no violations for the past year, the District currently has 21 Platinum Peak Performance certifications. Chair Holmes thanked staff for the continued high-quality work.

**North Farmington Business Park Update:** Manager Jones presented information on the proposed North Farmington Business Park. System improvements, project improvements and Capital Facility Plans were discussed as it relates to the business park and the calculated costs from the Impact Fee analysis. After discussion, Trustee Cloward moved to work with Farmington City and approved the payment of the calculated cost of $750,000 for the capacity increase of the trunk line. Trustee Page seconded the motion and all Trustees voted aye. Trustee Brough made the motion to have the attorneys from Holland and Hart work on behalf of the District to avoid any conflict of interest with Hayes Godfrey Bell Attorneys which are both the Farmington City and the District’s attorney. Trustee Johnson seconded the motion and all Trustees voted aye.

**Minor Items:** The following minor items were discussed:

- Expended vs. Budget
- Legislative Update
- Misc. Articles of Interest

**Public Input:** No public input was received.

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

The meeting adjourned at approximately 7:45 p.m.

Next regular meeting: March 10, 2022, at 6:00 pm.

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District Manager