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, Steve Brough, and Sherm Cloward, Trustee Mark Johnson arrived late. Staff members attending were, District Manager Jill Jones, Assistant Manager Manjot Masson, Operations Manager, Brent Justensen, Treatment Superintendent, Trace Workman, Fleet and Heavy Equipment Manager, Dave Barnes, Laboratory Supervisor Aimee Matthies, and GIS/GPS Technician Brett Jorgensen.

Minutes: The Board reviewed the minutes for February 10, 2022. Trustee Cloward moved to approve the minutes. Trustee Brough seconded the motion and all Trustees present voted aye.

Claims: Chair Holmes asked 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 $500.00. The bank reconciliation report, the PTIF and cash receipts were also presented. After review, Trustee Brough moved to approve the claims as presented. Trustee Cloward seconded the motion and all Trustees present voted aye.

NACWA Update: Chair Holmes provided information on NACWA dues and the WOTUS rule.

State of the Plant Presentations - Annual Report on Operations: Chair Holmes welcomed all the staff members and invited them to present the information they have prepared. The following presentations were given:

1. Aimee Matthies, Laboratory Supervisor, presented information pertaining to the laboratory. Ms. Matthies presented information and explained the importance of the laboratory in the everyday operations of the plant in addition to testing for parameters included in the UPDES permit. Ms. Matthies also presented information on the new employees working in the lab.

2. Trace Workman, Plant Superintendent, presented information on the wastewater treatment plant operations and maintenance. He reviewed
completed plant projects and updated the board on progress of future projects.

3. Brent Justensen, Operations Manager, presented information on the operations and maintenance of the collection system. He showed examples of innovative fixes for difficult repairs and provided the Board with an overview of the myriad of jobs all the operators perform.

4. Brett Jorgensen, GIS/GPS Technician, provided an overview of the mapping software the District utilizes. Mr. Jorgensen demonstrated the mapping system and showed the uses for the drone providing a flyover of various areas.

5. David Barnes, Fleet and Heavy Equipment Manager, presented information on major equipment operations, and maintenance improvements implemented. Mr. Barnes provided information on Farmington Bay Research and Biosolids operations.

Board members provided input and comments during the presentations. Staff members were complimented on their capabilities and dedication to the District. Board members thanked staff for the information presented. The Board indicated the information was extremely useful and expressed their appreciation for the operators.

Procurement – GSL Contract Review and Renewal: Chair Holmes invited Assistant Manager Masson to present GLS Consulting contract renewal. Ms. Masson provided a partial list of services Mr. Myers performed in the past year, with a cost comparison showing savings of over $138,000. Engineer Masson explained Mr. Leland Myers has been working as a consultant for the District for the small price of $500/month plus out of pocket expenses and health insurance. If there is larger project or task, he is paid hourly, (so far at a greatly reduced rate). Staff recommends renewing GLS Engineering Consulting contract for another year at the current rate of $500/month plus out of pocket expenses and insurance for an additional year past the original agreement when Mr. Myers retired. If any large projects or tasks are undertaken, they will be charged an hourly rate. All Board members agreed Mr. Myers is an asset for the District and extended their thanks for his work. Manager Jones asked about buying a computer for Mr. Myers to use. All Board members agreed with buying the computer. Trustee Johnson motioned to extend the contract with GSL Consulting for one additional year including the insurance coverage beyond the original and subsequent agreements. Trustee Page seconded the motion and all Trustees voted aye.

Procurement – Electrical Update: Assistant Manager Masson provided a more in-depth explanation of the emergency electrical issues identified February 14th. With the damage found in the breaker boxes and the on the bus bars, the electricians recommend purchasing 3 new breakers: two 600 amps and one 400 amp, in addition to removing and rewiring some areas. It is anticipated that the breakers are available within a reasonable time frame. An estimate provided by Total Power for the switchgear repair project is $29,312.00, transfer switch for aerators 3&4 is $15,635. After a robust
discussion between board members and staff Trustee Cloward made the motion to approve $60,000 for the emergency electrical repair. Trustee Brough seconded the motion and all Trustees voted aye.

**Procurement – Used Hover Craft:** The existing Hover Craft used for testing on Farmington Bay area of Great Salt Lake and is over 15 years old and parts for repairs are getting difficult to obtain. Dave Barnes could only find one used Hover Craft for $49,554.99. Staff recommends approval of the purchase. Trustee Johnson made the motion to purchase the used Hover Craft from Neoteric for $49,554.99. Trustee Page seconded the motion and all Trustees voted aye.

**Procurement – Rectangular Trickling Filter Skimmers:** The four skimmers on the rectangular trickling filter are beyond their life. Lake Welding has provided a quote of $4225.00 per skimmer for a total of $16,900.00. Previous bids were in excess of $50,000. Trustee Brough made the motion to approve the bid for all four skimmers from Lake Welding for $16,900.00. Trustee Coward seconded the motion and all Trustees voted aye.

**Procurement – Portable Trash Pump:** Staff is requesting a 4-inch portable trash pump used for by-pass pumping at pump stations. Two bids were obtained:

- Isuzu Auto Start Trailer mounted 4-inch trash pump $46,288.00
- Vaughan 4-inch dry prime portable chopper pump $49,832.00

Trustee Brough moved to approve the low bid for $46,288.00. Trustee Page seconded the motion and all Trustees voted aye.

**BOR Easement Encroachment:** Manager Jones explained that the Rock Loft Subdivision located on the east side of US89 in Fruit Heights necessitates entering into an encroachment agreement with the Bureau of Reclamation over the Davis Aqueduct. Attorney Todd Godfrey recommends entering into an agreement with the developer before signing the BOR easement. Trustee Johnson made the motion to move forward as per Attorney Godfrey’s recommendation. Trustee Brough seconded the motion and all Trustees voted aye.

**Employee Vacation / Sick Leave Update:** Manager Jones presented information on the year-end summary of Vacation, Sick and Comp Time for all employees.

**Procurement – Garage Floor Sealant:** Staff is requesting the collections garage floor be sealed to protect the floor. Two bids were obtained:

- Utah Garage Epoxy Flooring $17,570.00
- Rad Concrete $20,000.00

Trustee Page made the motion to approve the low bid of $17,570.00 to Utah Garage Epoxy Flooring. Trustee Brough seconded the motion and all Trustees voted aye.
**Minor items:** The following minor items were reviewed with the Board:

1. Expended vs. Budget Report
2. Legislative Update
3. WEAU Annual Conference
4. Olympus Spring Risk Conference
5. Misc Articles of Interest
6. Update on County Meeting

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

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

The meeting adjourned about 8:45 p.m.

Next regular meeting: April 7, 2022, at 6:00 pm.

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District Manager