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**Minutes**  
**Central Davis Sewer District Board Meeting**

**February 8, 2024**

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, Mike Roueche and Steve Brough. Staff members attending were, General Manager Jill Jones and Assistant Manager Manjot Masson. Citizens attending are included as an attachment.

**Pretreatment Review:** Chair Holmes invited Manager Jones to proceed with the Pretreatment update.

**Published Industrial User Significant Noncompliance:** Ms. Jones explained that pursuant to Federal Code 40 CFR 403.8(f)(2)(viii) and State law, the District published in a newspaper of general circulation and on the Public Notice Website that Cherry Hill had been in Significant Noncompliance (SNC).

**Baseline Monitoring Report:** An Industrial User Application Questionnaire and Baseline Monitoring Report was sent to Cherry Hill. The initial report is required to be filled out and returned within 30 days which is March 2, 2024.

**Draft Pretreatment Permit review:** A draft Industrial User Wastewater Discharge pretreatment permit for Cherry Hill was presented. Once the Baseline Monitoring Report is returned, the pretreatment permit will be adjusted to include monitoring of parameters that could affect the District. The board agreed with the continuation of the permit and expressed gratitude to Ms. Jones and Ms. Masson for the information.

**Oakridge Residents Discussion (no action):** Chair Holmes thanked the residents for attending, inviting them to proceed with their presentation. Tyler Erickson and Jennifer Erickson explained the residents' frustration regarding the disruption to their homes following the flooding caused by Cherry Hill's discharge on November 10, 2023. They outlined their expectation of the District covering all damages and repairs and indicated their intention to involve the media and seek legal representation.

Chair Holmes acknowledged their concerns, expressing thanks, and directed Manager Jones to furnish the residents with Cherry Hill's insurance company details. Additionally, she recommended sharing information from the previously conducted Show Cause Hearing, which highlighted Cherry Hill's violations.

**Minutes for January 11, 2024:** The Board reviewed the minutes for January 11, 2024. Chair Holmes had a minor correction. Trustee Page moved to approve the minutes as corrected. Trustee Roueche seconded the motion and all Trustees 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 CR journal, and bank reconciliation report were also presented. After review, Trustee Page moved to approve the claims as presented. Trustee Roueche seconded the motion and all Trustees voted aye.

Trustee Roueche left at 6:40pm

**2023 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 Johnson made the motion to approve the 2023 Biosolids Report, Resolution 2024-02-01, the Biosolids Management Review and the Management Review. Trustee Brough seconded the motion and all Trustees voted aye.

**Laboratory Certification Audit Update:** Chair Holmes invited Assistant Manager Masson to provide an update on the Laboratory Certification Audit. Ms. Masson proceeded to explain the process to maintain certification for the District's laboratory. She expressed gratitude to Mr. Leland Myers for his valuable assistance throughout the process. All Board members thanked Ms. Masson and Mr. Myers for their dedicated time and efforts.

**Separation of Financial Duty, Invoice Review and Payment Policy Review:** Chair Holmes asked Manager Jones to proceed with the policy review. Ms. Jones presented the Separation of Financial Duty, Invoice Review and Payment Policy. Trustee Page made the motion to approve the Separation of Financial Duty, Invoice Review and Payment Policy. Trustee Brough seconded the motion and all Trustees present voted aye.

**Public Comments at Board Meetings and Hearings Policy Review:** Chair Holmes asked Manager Jones to proceed with the policy review. Ms. Jones presented the Policy on Public Comments at Board Meetings and Hearings. Trustee Johnson moved to approve the policy. Trustee Brough seconded the motion and all Trustees present voted aye.

**EMS Biosolids Program Discussion:** Chair Holmes invited Manager Jones to provide an update. Ms. Jones informed the board that the NBP auditor for the District's EMS Biosolids program had passed away. She reached out to NSF to inquire about a replacement auditor, but currently, NSF does not have another EMS auditor available, and they are searching for a replacement. Ms. Jones sought the board's input on whether they preferred to continue the NBP EMS biosolids program with a third-party auditor or if an internal audit would be deemed sufficient for the time being. Following a discussion on the advantages of a third-party audit, Trustee Brough made the motion to

postpone the decision until more information is obtained from NSF or WEF and continue with the internal audit. Trustee Johnson seconded the motion and all Trustees present voted aye.

**Biotic Ligand Model Final Report:** Chair Holmes asked Assistant Manager Masson to present the Biotic Ligand Model Report. Ms. Masson reminded the Board that as a requirement of the latest permit issued in 2020, the State DWQ required the District to conduct a study on copper toxicity from our discharge. The Copper Biotic Ligand Model is a tool that can predict the bioavailability of copper in a large range of water chemistry. Mr. Leland Myers was a great help to Ms. Masson with the model and report. The Board thanked Ms. Masson for the report. Trustee Page moved to accept the report. Trustee Brough seconded the motion and all Trustees present voted aye.

**Haight's Creek Election:** It is time for the Annual Stockholder's Meeting of Haight's Creek Irrigation Company. There are two candidates for the two positions. Per their attorney, the two individuals will be presented for election by acclamation at the annual meeting.

**950 N Pumpstation Update:** Assistant Manager Masson presented a progress report and updated pictures of the 950 North pumpstation.

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

Legislative Update

NACWA Update

Misc. Articles

Due to computer issues the Expended vs. Budget was not included.

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

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

The meeting adjourned at approximately 7:40 p.m.

Next regular meeting: March 14, 2024, at 6:00 pm.

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District Manager

