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**Minutes
Central Davis Sewer District Board Meeting**

March 14, 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, Steve Brough, Mike Roueche, and Mark Johnson. Staff members attending were, District Manager Jill Jones, Assistant Manager Manjot Masson, Project Manager Brent Justensen, Operations Manager Nate Cloward, Treatment Superintendent Trace Workman, Laboratory Analyst Priscilla Harrop, Maintenance / Fleet Supervision Dave Barnes and GIS/GPS Technician Brett Jorgensen. Members of the public attending were Noreen Barnes, Tyler and Jennifer Erickson, Darlene Clark Rader and Sean Paine.

Discussion with Residents in Oakridge Parkway Neighborhood: Ms. Darlene Clark Rader spoke about the impact on her life due to the large release of water from Cherry Hill. Tyler and Jennifer Erickson had a short presentation highlighting their frustration. Chair Holmes thanked everyone for their information.

Minutes: The Board reviewed the minutes for February 8, 2024. Trustee Page 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 cash receipt journal and PTIF were also presented. After review, Trustee Brough moved to approve the claims as presented. Trustee Roueche seconded the motion and all Trustees present voted aye.

2023 Annual Pretreatment Report: Chair Holmes invited Assistant Manager Masson to present the annual pretreatment report. Ms. Masson provided an overview of the report including the metal concentrations. Ms. Masson went on to discuss the permits issued by the District, one is a Categorical Industrial User, the other is an Industrial User, in addition to there was one Industrial User that was issued a Notice of Violation. Trustee Johnson moved to accept the 2023 Pretreatment Annual Report as presented. Trustee Roueche seconded the motion and all Trustees present voted aye.

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. Brent Justensen, Project Manager, reviewed projects that have been completed and updated the board on projects in construction and upcoming projects. Mr. Justensen explained the talent among the CDSD staff, and the amount of time and money saved by using district staff.
2. Nate Cloward, 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.
3. Trace Workman, Plant Superintendent, presented information on the wastewater treatment plant operations and maintenance. He reviewed the maintenance and repairs performed by the operators.
4. Priscilla Harrop, Laboratory Analyst, presented information pertaining to the laboratory. Ms. Harrop 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.
5. David Barnes, Fleet and Maintenance Manager, Research and Biosolids provided an overview of the numerous maintenance projects and improvements implemented. Mr. Barnes also presented information on major equipment operations and provided information on Farmington Bay Research and Biosolids operations.
6. Brett Jorgensen, GIS/GPS Technician, provided an overview of the mapping software the District utilizes. Mr. Jorgensen demonstrated the uses for the drone providing a flyover of various areas.

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 an extensive partial list of services Mr. Myers performed in the past year, with a conservative cost comparison showing savings of \$268,000. Ms. 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 a larger project or task, he is paid hourly, (so far at a greatly reduced rate). Staff recommend renewing GSL Engineering Consulting contract at the current rate of \$500/month plus out of pocket expenses and insurance at approximately \$8,300.00, for an additional

year. 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. 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 Roueche seconded the motion and all Trustees voted aye.

Procurement – Belt Press Roller: Chair Holmes asked Manager Jones to present information on the belt press roller. Ms. Jones explained that during a visit from the Andritz vendor it was discovered that one of the rollers on the belt press for the anaerobic solids had split in the metal roller. The reps were hoping to locate a refurbished roller by board meeting. They have not located one and did not provide a quote on a new one by board meeting. They estimated the roller would cost approximately \$20,000 but had a lead time of 24 weeks. Due to the long lead time staff would like to order the new roller as soon as possible. After discussion Trustee Roueche moved to approve up to \$30,000 for a new roller for the Andritz Belt press. Trustee Page seconded the motion and all Trustees voted aye.

NACWA Peak Performance Application 2023: 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 23 Platinum Peak Performance certifications. Chair Holmes thanked staff for the continued high-quality work.

Procurement – Emergency Spot Repairs Collection System: Chair Holmes invited General Manager Jones to present information on the repairs. Ms. Jones explained Twin-D discovered three separate repairs in Kaysville Main Street which is a UDOT road and requires a permit to perform any work in the roadway. Due to the immediate need for the repairs and that Twin-D had a road permit, Manager Jones allowed the repairs to move forward. The total cost of all three repairs is \$14,420.00. No single repair was over \$7,500. Trustee Page moved to approve and ratify the repairs. Trustee Roueche seconded the motion and all Trustees voted aye.

Procurement – Portable Office Building: Chair Holmes asked Manager Jones to present the information. Ms. Jones explained that due to the Motor Control Center and Fiber Upgrade expansion into the plant supervisor's office, there is a need for a new office building with showers. Project Manager Brent Justensen looked at options and solicited bids for a portable building. He only received two bids.

Mountain West Modular	\$234,859.89
Mobile Modular	\$245,000.00

Trustee Brough moved to award the bid to Mountain West Modular. Trustee Page seconded the motion and all Trustees voted aye.

950 North Pump Station Update: Assistant Manager Masson provided an update on the pump station, explaining the pump station should be complete enough by April for

the Board to go tour it. The Board appreciated Ms. Masson's updates throughout the process.

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

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

Public Input: There was no public input.

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

The meeting adjourned about 8:15 p.m.

Next regular meeting: April 11, 2024, at 6:00 pm.

District Manager