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Minutes
Central Davis Sewer District Board Meeting

April 11, 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, Mike Roueche and Mark Johnson, Trustee Steve Brough was excused. Staff members attending were, District Manager Jill Jones, and Assistant District Manager Manjot Masson.

Tour of 950 N. Pump Station and Outfall: The Board and staff drove to the newly constructed pump station on 950 N and then to the outfall. The board was appreciative of staff's inspections and help. The board meeting resumed at the District offices at 6:27 pm.

Minutes: The Board reviewed the minutes for March 14, 2024. Trustee Page moved to approve the minutes. Trustee Roueche 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. The cash receipt journal was also presented. After review, Trustee Johnson moved to approve the claims as presented. Trustee Roueche seconded the motion and all Trustees present voted aye.

Municipal Wastewater Planning Program (MWPP): Chair Holmes invited Manager Jones to review the MWPP. Manager Jones explained this report is required by state regulation. This year's report is slightly modified full version with a different format. After Ms. Jones reviewed the report with the Board, Trustee Roueche made the motion to accept the report. Trustee Page seconded the motion and all Trustees present voted aye.

Pretreatment Compliance Inspection Report: Chair Holmes invited Assistant Manager Masson to go over the compliance inspection report. Ms. Masson gave a brief summary of the report and recommendations. Ms. Masson also provided an overview of two of the SOPs and BMP being worked on as per the recommendations. Board members thanked Ms. Masson for her work.

Procurement – Head Works Screen Repair, Ratify: Last month staff reached out to the Board about an emergency procurement. The main headworks screen, Hydro-Dyne, had major mechanical issues, leaving only one screen operational. Staff attempted a quick repair but learned the screen needed parts shipped in from the manufacturer with a 90-day lead time and an estimated cost of \$17,000. The board was contacted via email and the purchase was approved. The Hydro-Dyne vendor worked quickly to get the actual quote and get the parts ordered. The cost is \$15,651.15. Trustee Johnson voted to ratify the purchase of the Hydro-Dyne screen parts for \$15,651.15. Trustee Roueche seconded the motion and all Trustees present voted aye.

Procurement – Repair West Side of Digester – Gunite: Chair Holmes invited Manager Jones to provide information on the Digester repair. Ms. Jones explained the west facing digester building had some nonstructural corrosion that staff feels should be repaired. Staff reached out to various companies, the only bid received was from Intermountain Gunite for \$12,500.00. Trustee Page moved to approve the bid for \$12,500. Trustee Roueche seconded the motion and all Trustees present voted aye.

Procurement – Shepard Lane Sewer Line Replacement: Chair Holmes asked Manager Jones to proceed with the Shepard Lane sewer line information. Ms. Jones reminded the Board of the planned sewer line replacement with the realignment of Shepard Lane as a betterment to UDOT for slightly more than \$61,000.00. After the road construction bids came in the cost was over \$300,000, which staff declined. Staff reached out to the contractor constructing the road and they gave a bid of \$248,375.00. Staff then contacted Rock Structures which provided a bid of \$144,737.00. This is less than the \$150,000 that was included in the approved budget packet. Trustee Johnson moved to approve the bid. Trustee Roueche seconded the motion and all Trustees present voted aye.

Change in Tier 2 contribution discussion: Chair Holmes asked Manager Jones to explain the change in the Tier 2 contribution. Ms. Jones provided a brief overview of the Utah Retirement System and the different Tiers. The law requires employers to pay contributions equal to 10% of the of a member's salary into the Tier 2 retirement plan. If the contribution rate exceeds 10% the members in the Hybrid system are responsible for the amount over 10%. This year the contribution rate is 10.7%, therefore the seven employees of the District in the Hybrid system are responsible for 0.7% of their salary starting July 1, 2024. Central Davis Sewer System has always put employees first, so staff brought different options before the Board:

Do nothing.

Add 0.7% to the 401 K of the employees in the Hybrid system.

Give all employees in the Tier II Hybrid system a 0.7% increase in wage.

Manager Jones did point out that step increases are usually given in July. After discussion, staff was directed to determine the cost to the District if all employees were

given a 0.7% increase in wages. Manager Jones will bring the information back to the Board at a later board meeting.

Electrical Upgrade – Update: Assistant Manager Masson provided an in-depth overview of the on-going electrical projects. The Board expressed thanks to Ms. Masson for the review.

Insurance – Property Value Increase Discussion: Manager Jones explained as part of the insurance update and in keeping with the asset list, Assistant Manager Masson and Mr. Myers reviewed all buildings and property values and adjusted the value when appropriate to account for inflation and replacement costs. The increase in value was not reflected in the present insurance policy. The increased coverage would result in a cost increase of about \$25,000. Trustee Johnson moved to approve the increase in insurance coverage to account for the increase in the asset value. Trustee Roueche seconded the motion and all Trustees present voted aye.

Flow Update: Assistant Manager Masson provided an update on the flows into the plant. The flows are high due to inflow and infiltration due to the snowpack and rain.

PFAS Information: Information from District testing for PFAS/PFOS was requested from DWQ, the results sent to the State was presented to the Board.

Employee Vacation / Sick Leave Update: District Manager Jones presented the year-end summary of Vacation, Sick and Comp time totals for all employees.

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

1. Expended vs. Budget Report
2. NACWA Update
3. WEAU Annual Conference
4. Misc. Articles of Interest

Public Input: There was no public input.

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

The meeting adjourned around 7:55 p.m.

Next regular meeting: May 9, 2024 at 6:00 pm.

District Manager

