

1 - Johnson
2 - Roueche

Minutes Central Davis Sewer District Board Meeting

March 13, 2025

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, Assistant Manager Manjot Masson, Project Manager Brent Justensen, Operations Manager Nate Cloward, Treatment Superintendent Trace Workman, and Maintenance / Fleet Manager Dave Barnes. Members of the public attending were Noreen Barnes.

Minutes: The Board reviewed the minutes for February 13, 2025. Trustee Johnson 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 CD and CR journals along with the Bank Reconciliation were also presented. After review, Trustee Roueche moved to approve the claims as presented. Trustee Page seconded the motion, and all Trustees present voted aye.

2024 Annual Pretreatment Report: Chair Holmes invited Assistant Manager Masson to present the annual pretreatment report. Ms. Masson explained that the District is now required to upload the pretreatment information to EPA's online reporting portal. The information now required is more in-depth and onerous to compile, and as such, the completed report is not available to review. Ms. Masson provided an overview of the report. Ms. Masson also provided information on the permits issued by the District; she explained that Cherry Hill appears to be working toward compliance although not quite there yet.

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 the ongoing projects along with anticipated projects. Mr. Justensen explained the talent among the CDS staff has saved 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. 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.

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 pointed out a new contract was included in the Board packet. The contract would renew the current practice of \$500/month retainer plus out-of-pocket expenses and family insurance for an additional year in addition to the three years that Mr. Myers was provided upon retirement; a total of 4 years of family insurances. The cost of the insurances would be approximately \$8,700 for 2025. If the need arises for Mr. Myers to consult on a larger project or task, he will charge an hourly rate as specified in the contract (so far at a greatly reduced rate).

Ms. Masson provided an extensive partial list of services Mr. Myers performed in the past year, with a conservative cost comparison showing savings of over \$360,770. Ms. Masson recommends renewing GSL Engineering Consulting contract. All Board members agreed Mr. Myers is an asset for the District and extended their thanks for his work. Trustee Johnson motioned to approve (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 present voted aye.

Procurement – Vehicle: Chair Holmes asked Manager Jones to present information on the vehicle. Ms. Jones explained that Dave Barnes, fleet manager, recommends selling the 2011 Dodge Dakota. He would like to rearrange some vehicles and purchase a vehicle for the Manager on State contract for \$53,804.00. Trustee Page moved to approve the purchase of the vehicle. Trustee Roueche seconded the motion, and all Trustees present voted aye.

NACWA Peak Performance Application 2024: 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 24 Platinum Peak Performance certifications. Chair Holmes thanked staff for the continued high-quality work.

Engineering Evaluation for South Farmington Pump Station Relocation: At Chair Holmes request, Assistant Manager Masson explained that due to the widening of I-15, the South Farmington pump station needs to be relocated. At the last Board meeting the Board asked staff for an evaluation of a Design Engineer for the South Farmington pump station relocation project. Ms. Masson explained that three firms were considered and evaluated by the Design Review Committee. The DRC recommends JUB Engineers based on the evaluation matrix. After discussion, Trustee Page moved to engage JUB Engineers as the design engineer for the South Farmington pump station relocation. Trustee Roueche seconded the motion, and all Trustees present voted aye.

Request for Proposal for Construction Manager General Contractor for South Farmington Pump Station Relocation: At Chair Holmes invitation, Assistant Manager Masson presented a draft Request for Proposal, for the CMGC for the South Farmington Pump Station Relocation to go out for notice. Trustee Johnson made the motion to notice the Request for Proposal for CMGC for the South Farmington Pump Station Relocation. Trustee Roueche seconded the motion, and all Trustees present voted aye.

Emergency Procurement – West Farmington Pump Station 10-inch Check Valve: Chair Holmes asked Manager Jones to explain about the valve. Manager Jones explained that West Farmington Pump Station is having issues. One of the valves failed. Before receiving a quote Ms. Jones directed staff to purchase the valve. The cost is less than \$5,000. Although not required to come to the Board for approval, Ms. Jones wanted the Board to be aware of some of the issues.

UPDES Permit Update: Manager Jones updated the Board on the letter and reports sent to the State DWQ in response to the Waste Load Analysis that would result in more stringent discharge permit limits. The reports cited previous research that determined more stringent limits would not improve the water quality of Farmington Bay. The legal memorandum written by Attorneys from Holland & Hart pointed out the need to follow the rule making process. Ms. Jones explained that the researchers had produced great work, and they commented on how much they enjoyed working on the report for the District. The Board thanked the researchers and staff on the great report.

UDOT – West Davis HWY Update: Chair Holmes asked where we are on receiving the money from UDOT owed to the District for the property for West Davis Corridor. Manager Jones explained that all easements were received and appear to be correct. Attorneys at Holland & Hart have put together a check list and would like to include a post-closing document for UDOT signature that may provide the District with the ability to receive interest on the money we haven't received or rent of the property UDOT was using without paying for. After discussion, Trustee Page made the motion to proceed

with the recommended closing documents from Holland & Hart. Trustee Roueche seconded the motion, and Trustees present voted aye.

UDOT Contracts and Statewide Utility License Agreement: Chair Holmes invited Manager Jones to discuss the contracts and Statewide Utility License Agreement (SULA) required for the widening of I-15 and the impacts on the sewer system. Manager Jones explained the contract was for the relocation of the South Farmington Pump Station and two sewer lines that would need to be bored under I-15 in a different location. Staff was uncomfortable with moving the two sewer lines and recommended having UDOT move the lines. The only relocation the District is comfortable with is the South Farmington Pump Station. Trustee Roueche moved to delete having CDSD move the two sewer lines under the highway from the contract. Trustee Page seconded the motion and all Trustees present voted aye. Ms. Jones explained that Attorneys at Holland & Hart are reviewing the contracts with Ms. Jones' comments. Manager Jones will bring the edited version back to the Board for their review.

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. 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 at about 7:50 p.m.

Next regular meeting: April 10, 2025, at 6:00 pm.

District Manager