

1 - Roueche
2 - Johnson

Central Davis Sewer District Board Meeting

May 8, 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 Mark Johnson, Mike Roueche, and Steve Brough. Staff members attending were District Manager Jill Jones and Assistant District Manager Manjot Masson. Members of the public; Matt Loveland, Kirk Olsen, Jarolen Brough, Corey Urie with Child, Richards CPA & Advisors and Noreen Barnes.

Board Chair Holmes asked if the order of the agenda could be changed to allow the Offer to Purchase District Property to go first, there were no objections.

Offer to Purchase District Property: Chair Holmes invited Manager Jones to provide an overview. Ms. Jones explained that Symphony Development is requesting to purchase District-owned property to connect a proposed road for their development, to the planned Angle Street / Sunset Dr. extension. Ms. Jones directed the Board's attention to the conceptual layout of the development. A primary concern was the road's proximity to the District's biosolids disposal area. After discussion, the Board reiterated its reluctance to sell property, the sale would not serve the District's interest, did not align with its core functions and would compromise the buffer zone surrounding the treatment plant. Trustee Johnson moved to deny the request to sell the property. Trustee Roueche seconded the motion, and all Trustees present voted aye.

Minutes: The Board reviewed the minutes for April 10, 2025. Trustee Roueche moved to approve the minutes. Trustee Page seconded the motion, and all Trustees 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 and the Bank reconciliation were also presented. After review, Trustee Page moved to approve the claims as presented. Trustee Johnson seconded the motion, and all Trustees present voted aye.

Financial Audit: Chair Holmes welcomed Corey Urie with Child, Richards CPA & Advisors and invited him to review the 2024 audit and findings with the Board of Trustees. Mr. Urie reported on the following items:

1. Report to Management Letter
2. Independent Auditor Letter

3. Statement of Revenue and Expenses and Changes in Net Position
4. Statement of Net Position

In summary, there were no deficiencies identified, and the report reflects fairly in all material aspects of the financial position of the District. The audit firm offered a clean opinion. After discussion with the Board Trustee Roueche made the motion to accept the report as presented. Trustee Page seconded the motion, and all Trustees present voted aye. The Board thanked the staff and auditors for their work.

Election Notice: Chair Holmes invited Manager Jones to present the 2025 Election Notice. Ms. Jones reviewed the new noticing requirements for this year, a draft notice, the Declaration of Candidacy form and a draft conflict of interest form. It is recommended that District Manager Jones and Assistant District Manager Masson be appointed filing officers. Trustee Johnson moved to appoint Manager Jones and Assistant Manager Masson as the filing officers. Trustee Roueche seconded the motion, and all Trustees present voted aye.

Trustee Johnson moved to approve the election Notice. Trustee Page seconded the motion, and all Trustees present voted aye.

Procurement – Interlocal Agreement for Election Services with Davis County: Manager Jones explained the interlocal agreement with Davis County is included. The District has three seats up for election this year. The Interlocal Agreement – Election Services has an estimated cost for the District's portion of the election costs. The final cost for the election will be determined based on the final number of entities having candidates on the ballot and the number of votes. Trustee Roueche moved to approve the Interlocal Agreement with Davis County Trustee Page seconded the motion and all Trustees present vote aye.

Procurement – Foaming of Digester Top: Chair Holmes asked Manager Jones to present information on the Digester top. Manager Jones explained the area between the domes of the digesters is showing degradation. Water is getting under the current foam seal allowing water to drip into the boiler room. In addition, there are some areas that are soft to walk on. Staff reached out to two vendors for a bid, only one responded due to the specialty of this application. The bid from T & W Wilson is for \$24,750.00. Trustee Page moved to approve the bid from T & W Wilson for \$24,750.00. Trustee Roueche seconded the motion, and all Trustees present voted aye.

Procurement – West Farmington Pump Station Screen Repair: Chair Holmes asked about the Screen repair. Assistant Manager Masson explained that the West Farmington Pump Station Huber Screen is no longer functional, the screen has been pulled out of the pump station. Huber has quoted a rebuild cost of \$50,666.37 although this is a maintenance issue and had been approved, staff brought it to the Board for review. Trustee Johnson moved to approve the repair of the Huber Screen. Trustee Roueche seconded the motion, and all Trustees present voted aye.

Procurement – Ratify Emergency Electrical Repair West Farmington Pump Station: Manager Jones reminded the Board about the emails detailing the urgent need

of electrical repairs at the West Farmington Pump Station. SKM and Electro Power strongly recommend immediate repair and replacement, due to corrosion and other issues. West Farmington Pump Station is a critical pump station servicing approximately half of Farmington. Given the urgency and seriousness of the situation, as well as potential delivery delays, in the email District Manager Jones requested emergency authorization to order the necessary parts. Staff requests the Board ratify the purchases. Trustee Roueche moved to approve the purchases to repair or replace the electrical components needed as recommended by the SKM. Trustee Page seconded the motion and all Trustee's present voted aye.

Procurement – South Farmington Pump Station Equipment: Chair Holmes asked Manager Jones to present information on the South Farmington pump station. Ms. Jones explained that in an effort to expedite the construction of the South Farmington Pump Station relocation, staff would like to move forward with ordering items that have long delivery times, i.e., pumps and electrical items. Ms. Jones reminded the Board that UDOT has committed to reimbursing costs associated with the relocation. After discussion, Trustee Johnson made the motion to move forward with the procuring the long lease items after assurances from UDOT. Trustee Johnson moved to approve the ordering of the long lead items for the relocation of South Farmington Pump Station after UDOT commits to reimbursement. Trustee Roueche seconded the motion, and all Trustees present voted aye.

Procurement – Engineering for South Farmington Pump Station: Chair Holmes asked Assistant Manager Masson to explain. Ms. Masson explained that in an effort to expedite the construction of the South Farmington Pump Station relocation, the District is engaging multiple vendors. Included in the board packet are the proposals from JUB Engineers, SKM Engineering, and GSL Consulting for engineering services required for the project. This is not a complete list, additional proposals will be presented to the Board as they are received. Ms. Masson explained staff is putting a Request for Proposal (RFP) out for Geotechnical Engineer. Trustee Roueche moved to approve the contracts for JUB Engineers, SKM Engineering and GSL Consulting, as well as the bidding and awarding of the Geotechnical RFP, based on staff recommendation. Trustee Brough seconded the motion, and all Trustees voted aye.

I-15 Freeway Widening and its Impacts: Manager Jones reminded the Board of some of the impacts to sewer collection system. As part of the preliminary evaluation, it was determined that two sewer lines crossing beneath I-15 will need to be replaced and relocated. UDOT would like this to be completed prior to the start of I-15 project. HDR, the engineering firm partnering with UDOT, can handle the design of the new crossings. UDOT will reimburse the District for the construction, management, and inspection of the installation. After discussion Trustee Page moved to approve HDR design the sewer line crossings. Trustee Brough seconded the motion, and all board members present voted aye.

I-15 Master Agreement with UDOT: Chair Holmes asked Manager Jones to present information on the Master Agreement and the Outside Engineering agreement. Ms. Jones explained staff is currently reviewing the contracts and have forwarded them to

Holland & Hart for legal reviews following any necessary edits. Staff is seeking approval to proceed with the contracts and authorization to sign them once they are deemed acceptable by both the staff and the legal counsel. The final agreements will be presented at board meetings. Trustee Johnson moved to approve the recommendation. Trustee Brough seconded the motion, and all Board members present voted aye.

Board of Trustee Compensation Information: Chair Holmes asked Manager Jones to present information about the Board compensation. Ms. Jones reminded the Board that during 2025 Legislative session S.B. 50 passed, eliminating the compensation limit for a member of a Board of Trustees of a limited purpose local government entity. Staff has reached out to other entities and calculated the inflation factors since 2007. Staff recommends \$8,000 to \$10,000 for Board Member compensation to be voted on at a future meeting after a Public Hearing. Trustee Johnson moved to notice a Public Hearing for the purpose of increasing Board member compensation. Trustee Page seconded the motion, and all Trustees present voted aye.

Entity Registration: Manager Jones explained the Entity Registration required by the State has been completed.

Poster Contest Update: Chair Holmes asked Assistant Manager Masson about the poster contest, remarking on the success of the contest. Ms. Masson explained that all the school's posters had been picked up and the judging would start next week.

Procurement – New Manhole for 500 N Farmington: Chair Holmes asked Manager Jones to present information on the manhole repair. Ms. Jones explained a manhole is needed in 500 N Farmington to enable the collections crew to clean the line more effectively. The 6-inch line is 600 feet between manholes, has root intrusion and is on the maintenance list. Two bids were obtained,

Morley Excavation	\$12,135.55
Strive	\$14,787.00

Trustee Roueche moved to award the bid to Morley Excavation as the low bid. Trustee Page seconded the motion, and all Trustees present voted aye.

Permit Discussion: Chair Holmes asked Manager Jones to present information on the permit. Ms. Jones explained there has been little communication with the DWQ staff and CDSB about the permit. Staff would like to move forward with cost studies looking at low-cost options and more robust options. The Board agreed with the plan.

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

- i. Expended vs. Budget
- ii. NAWCA update
- iii. Misc. articles

Public Input: There was no public input.

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

The meeting adjourned around 8:45 p.m.

Next regular meeting: June 12, 2024, at 6:00 pm

District Manager

