

1 - Johnson
2 - Roueche

**Minutes
Central Davis Sewer District Board Meeting**

September 11, 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, Trustees Carol Page, Mike Roueche, and Mark Johnson. Staff members attending were Manager Jill Jones, and Assistant Manager Manjot Masson, members of the public attending were; Jarolen Brough, Brett King, Bridger Reed, Craig Thompson and Noreen Barnes.

Minutes: The Board reviewed the minutes for August 14, 2025. 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. Manager Jones provided an explanation of all items over \$1,000; Visa payments were reviewed with an explanation of \$500 or more. The cash receipts and cash disbursement journals, and bank reconciliation report were also presented. After review, Trustee Johnson moved to approve the claims as presented. Trustee Roueche seconded the motion, and all Trustees voted aye.

Resolution for Cancellation of Elections: With only three candidates for the three open positions for Board of Trustees, the election can be canceled. Manager Jones presented a resolution to cancel the election along with a proposed Notice to meet the required noticing obligations. Trustee Page made the motion to accept Resolution 2025-9-01, Cancelling the Central Davis Sewer District 2025 Election for District Trustees. Trustee Roueche seconded the motion, and all Trustees present voted aye.

Midterm Trustee Vacancy Applications and Possible Appointment: Chair Holmes reminded the Board that due to the passing of Trustee Brough, a new Trustee needs to be appointed. The following five residents submitted a declaration of candidacy and most submitted a summary of interest that was in the Board packet.

- Jarolen Brough
- Brett King
- Bridger Read
- Michael Jensen
- Craig Thompson

Chair Holmes invited the candidates that attended to say a few words about why they wanted to be a Board of Trustee member. All candidates that attended expressed their desire to become a board member. Trustee Johnson motioned to approve Bridger Reed to fill the vacant Trustee position. There was no second, so the motion died. Trustee Page then motioned to approve Craig Thompson to fill the vacant Trustee position. Trustee Roueche seconded the motion. The motion passed with Chair Holmes, Trustees Page and Roueche voting aye and Trustee Johnson voting nay. The current board members thanked all of the candidates for applying.

2026 Budget Considerations: Chair Holmes asked Staff to brief the Board on the provided Budget Information. Staff reviewed the following sections for the proposed 2026 Budget:

1. General Expenses
2. Detailed Analysis
3. Pump Station Analysis
4. Update on 2025 Capital Budget

Manager Jones provided information on the current expenses in 2025 and estimated budget for 2026 for:

- Treatment General Operations
- Collection General Operations
- General Accounts
- Utility Analysis
- Chemical Addition
- Professional Services
- Travel and Training

Ms. Jones provided an overview and discussion on the continuing inflationary costs for the General Expenses. The Board thanked Manager Jones and recommended moving forward with the 2026 Budget.

Assistant Manager Masson provided a detailed analysis of utility costs, chemicals, fuels and biosolids disposal from 2023 to present and the cost per resident. All Trustees thanked Ms. Masson for the in-depth analysis.

Assistant Manager Masson reviewed the Pump Station Cost Analyses Study that was completed by Intern Kimball Myers. The study revealed that the surcharge rate charged for homes on pump station systems is still adequate for the power costs incurred by the District. The Board thanked Assistant Manager Masson and Intern Myers.

Assistant Manager Masson provided an update on the 2025 Capital Budget to date. The Board thanked Ms. Masson for the information.

Biosolids Disposal Discussion: Chair Holmes asked Assistant Manager Masson to proceed with the Biosolids Master Plan Discussion. Ms. Masson provided the Board with the District's current Biosolids Master Plan which outlines the long-term strategy for managing and utilizing the District's biosolids. With the West Davis Highway complete and operational, the potential for increased odor complaints and development of the Biosolids Cooperative, Staff recommends internally evaluating the cost implications of the following alternative biosolids disposal options.

- Update Dryer Cost Study
- Study on Composting Odors for Anaerobic Digested Biosolids During Winter
- Detailed Study on Composting Covers or Building
- Evaluate Additional Wood Waste Sources
- Preliminary Study on Mono-filling
- Preliminary Cost estimate for Pyrolysis

After the presentation, Trustee Roueche moved to follow the Staff's recommendations of internally looking and evaluating the six items listed in the board packet. Trustee Page seconded the motion, and all Trustees present voted aye.

The Board thanked Ms. Masson for the information.

Procurement – Flusher Truck Body and Chassis: Manager Jones presented six options for a Flusher Truck Body and Chassis. All are on State Contract. Owen Equipment (Vactor) is what we currently have but VACALL has the ability to change hose sizes more easily the other trucks which is something that Staff feels may be beneficial for the smaller sewer lines. Trustee Johnson moved to approve the VACALL body with a Mack Chassis for \$644,610.00 and include the smaller diameter hose. Trustee Roueche seconded the motion, and all Trustees present voted aye.

Procurement – Main Entrance Gate: Assistant Manager Masson explained that main gate by Sunset Dr. has had issues including not closing or not opening. The problem worsens during the winter leaving the District unsecure, or staff not able to get through the gate. Staff reached out to fencing companies and received two quotes for a new controller.

Tri-City Alarm	\$8,600.00
Custom Fencing	\$20,820.40

Trustee Page moved to approve Tri-City Alarm for \$8,600.00 to replace the main gate controllers. Trustee Johnson seconded the motion, and all Trustees present voted aye.

Minor Items:

UASD Annual Meeting

Expended vs. Budget

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 around 8:00 pm.

Next regular meeting: October 9, 2025.

District Manager