

1 - Johnson
2 - Roueche

Minutes
Central Davis Sewer District Board Meeting

January 8, 2026

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, Craig Thompson, and Mike Roueche who was online. Staff members attending were District Manager Jill Jones and Assistant Manager Manjot Masson. Multiple members of the public were also in attendance.

Chair Holmes changed the agenda to honor Trustee Carol Page for over 30 years on the Board of Trustees.

Minutes: The Board reviewed the minutes for December 11, 2025. Trustee Johnson moved to approve the minutes. Trustee Thompson seconded the motion, and all Trustees present voted aye.

Claims: Chair Holmes asked Manager Jones to review the claims with the Board. Ms. Jones reviewed the claims, cash receipt, cash disbursements and bank reconciliation. After review, Trustee Page moved to approve the claims as presented. Trustee Thompson seconded the motion, and all Trustees present voted aye.

Conflict of Interest Statement: Manager Jones explained that changes to the State code requires a Conflict of Interest Statement be completed during January. All Board members had their Statements available.

Public Outreach Proposal: Chair Holmes disclosed that she is a relation to the District's Social Media person. Manager Jones explained, at the request of the Board, she asked Laws Consulting Group for a proposal to educate the public on backflow preventors in the sewer lateral line. The proposal provided various options for outreach. Manager Jones asked the Board if they would be willing to change focus to a broader outreach campaign which could include illegal sump pump connections, back flow preventors, flood insurance, don't flush the wipes among other subjects. Trustee Thompson made the motion to move forward with a five-month outreach campaign dealing with subject matter staff recommends with a not to exceed price of \$500 per month, in addition to the social media already being performed. Trustee Roueche seconded the motion, and all Trustees present voted aye.

No Fault Policy Discussion: Chair Holmes explained she asked to have this on the agenda for discussion. Manager Jones explained she reached out to various sewer districts asking about their programs. Two entities were looking at developing a policy, several entities work with Utah Local Governments Trust (ULGT) and used ULGT's policy. After discussion the Board asked Manager Jones to bring back a policy with wording that is more clear.

Retirement Recognition: Board Member Carol Page was recognized for her service of over 30 years of being on the CDSD Board of Trustees. Manager Jones explained that Brent Justensen is retiring after 39 years of service. After discussion Trustee Roueche moved to approve the retirement and recognition recommendations which includes two months of pay for Trustee Page, a retirement gift and open house for Mr. Justensen and the option for Mr. Justensen to purchase his work truck at the discounted rate of \$25,000. Trustee Johnson seconded the motion, and all Trustees voted aye.

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

1. Expended vs. Budget – December 2025
2. Misc. Articles

Public Input: There was no public input.

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

The meeting adjourned around 6:40 p.m.

Next regular meeting: February 12, 2026, at 6:00 pm.

District Manager