

1 - Mark Johnson
2 - Roueche

Minutes
Central Davis Sewer District Board Meeting

April 9, 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, Mike Roueche, Mark Johnson, Carol Page and Craig Thompson. Staff members attending were District Manager Jill Jones, Assistant District Manager Manjot Masson, Operations Manager Nate Cloward, Maintenance / Fleet Manager Dave Barnes, and Plant Superintendent Trace Workman. There was one member of the public in attendance.

Minutes: The Board reviewed the minutes for the special meeting March 9, 2026. Trustee Johnson moved to approve the minutes. Trustee Roueche seconded the motion, and all Trustees present voted aye. The Board reviewed the minutes for the March 12, 2026, meeting. Trustee Page 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 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 and PTIF statements were also presented. After review, Trustee Thompson moved to approve the claims as presented. Trustee Page seconded the motion, and all Trustees present voted aye.

Public Comment: Chair Holmes asked if there were any public that would like to make a comment. There were none.

Municipal Wastewater Planning Program (MWPP): Chair Holmes invited Manager Jones to review the MWPP. Manager Jones explained this report is required by state regulation. After Ms. Jones reviewed the report with the Board, Trustee Johnson made the motion to accept the report. Trustee Roueche seconded the motion, and all Trustees present voted aye.

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. Trace Workman, Plant Superintendent, presented information on the wastewater treatment plant operations and maintenance. He reviewed the maintenance and repairs performed by the operators.
2. Nate Cloward, Operations Manager, presented information on the operations and maintenance of the collection system, in addition to pumpstation overview and repairs. He showed examples of innovative fixes for difficult repairs and provided the Board with an overview of the myriads of jobs all the operators perform.
3. 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 and fleet 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 – South Farmington Pump: Chair Holmes invited Assistant Manager Masson to present information on the procurement. Assistant Manager Masson explained a Request for Proposal (RFP) was advertised on the District’s website for a grinder for the South Farmington Lift Station relocation Project. Only one bid for the grinder was received. JWC Environmental provided a bid for a Muffin Monster grinder for \$68,483.00. The bid has been submitted to UDOT for review and approval. Trustee Johnson moved to accept the bid from JWC Environmental for the grinder for \$68,483.00. Trustee Roueche seconded the motion, all Trustees present voted aye.

Procurement – South Farmington Generator and Transfer Switch: Chair Holmes asked Assistant Manager to present information on the procurement. Ms. Masson explained a Request for Proposal (RFP) was advertised for the Generator and Transfer Switch for the South Farmington Lift Station Relocation Project. There was only one Proposal received. Cummins Inc. provided a quote for \$126,629.00 for a 450kW Standby Generator and Automatic Transfer Switch. Trustee Roueche moved to approve the proposal from Cummins Inc. for \$126,629.00. Trustee Thompson seconded the motion, all Trustees present voted aye.

Procurement – South Farmington Pump Station Water Line Relocation GMP: Chair Holmes asked Assistant Manager Masson for information on the Guarantee Maximum Price (GMP). Ms. Masson explained VanCon has provided the GMP for the water line relocation due to the pump station relocation for \$92,325.00. This has been approved by UDOT. Trustee Roueche moved to approve the GMP from VanCon. Trustee Johnson seconded the motion, and all Trustees present voted aye.

Procurement – Flow Meter: Chair Holmes invited Assistant Manager Masson to explain about the Flow Meter. Ms. Masson explained the need for a flow meter to monitor flow in the collections system. The Hach flow meter is on State Contract for \$18,734.08. Trustee Johnson moved to approve the purchase of the flow meter. Trustee Page seconded the motion, all Trustees present voted aye.

Pipe Capacity Discussion: Assistant Manager Masson noted that there have been numerous requests for high density development. Ms. Masson presented information on historical flow data, in addition to how modeling and estimated remaining capacity was determined. She also shared that a summer intern will be working on additional modeling in select areas. Board members had an in-depth discussion on system capacity.

Vacation, Sick and Compensation Review: Chair Holmes invited Manager Jones to provide information on the year end summary. Ms. Jones explained that as in years past the Board is provided the information on Vacation, Sick and Compensation for all employees as of year-end 2025. The Board thanked Ms. Jones for the information.

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

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

Closed Meeting for reasons as allowed by Utah Code 52-4-205(1): Trustee Page motioned to go into a closed meeting as allowed by Utah Code 52-4-205(1). Trustee Roueche seconded the motion, and all Trustees voted aye.

Trustee Roueche motioned to move out of the closed meeting. Trustee Johnson seconded the motion, all Trustees voted aye.

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

Next regular meeting: May 8, 2026, at 6:00 pm.

District Manager

