

1-Johnson
2-Roueche

Minutes Central Davis Sewer District Board Meeting

September 12, 2024

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, Mark Johnson, and Steve Brough. Staff members attending were Manager Jill Jones, and Assistant Manager Manjot Masson, one member of the public also attended.

Minutes: The Board reviewed the minutes for August 8, 2024. Trustee Roueche moved to approve the minutes. Trustee Johnson 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 journal and bank reconciliation report were also presented. After review, Trustee Brough moved to approve the claims as presented. Trustee Johnson seconded the motion and all Trustees voted aye.

2025 Budget Considerations: Chair Holmes asked Staff to brief the Board on the provided Budget Information. Staff reviewed the following sections for the proposed 2024 Budget:

1. General Expenses
2. Detailed Analysis
3. Sewer Rate Study
4. Preliminary Capital Budget

Manager Jones provided information on the current expenses in 2024 and estimated budget for 2025 for:

Treatment General Operations
Collection General Operations
General Accounts
Utility Analysis

Chemical Addition
Professional Services
Travel and Training
Bond Summary

Ms. Jones provided an overview and discussion on the continuing inflationary costs for the General Expenses.

Assistant Masson provided a detailed analysis of utility costs, chemicals, fuels and biosolids disposal from 2022 to present and the cost per residential connection. The estimated increase per residential connection from 2023 to 2024 is \$0.31. All Trustees thanked Ms. Masson for the in-depth information.

Assistant Manager Masson reviewed the Utah Sewer Rates Survey with sewer rates from across the State of Utah. The study showed the Wasatch Front Average ranged from a minimum of \$23.00 to a maximum of \$80.00 with the average of \$46.55. The rates continue to increase at greater than the rate of inflation. A National rate study from Black and Veatch Corporation was also included. The Black and Veatch study pointed out aging infrastructure, operational costs, capital funding, regulatory requirements and pandemic impacts as the biggest contributor to the high cost of sewer and water rates.

Assistant Manager Masson presented a draft preliminary capital budget with three options for capital spending. Option 1 included 200 North replacement of 6-inch sewer line. Option 2 included 200 North replacement with a decrease in repair and upgrades of the treatment plant. Option 3 removed the 6-inch sewer line replacement in 200 North and decreased some of the replacement of treatment plant. After discussion the Board asked Assistant Masson to provide more information on Option 1 for Capital spending for the Budget.

Trickling Filter Upgrade. Discussion: Chair Holmes asked for information on the Trickling Filter Upgrade. Assistant Manager Masson explained that after the last Board meeting Mr. Myers and Ms. Masson prepared a quick and rudimentary cost estimate. The estimated cost for the Trickling Filter Upgrade using some existing facilities is approximately \$18.2 million. With the current construction climate costs likely will increase. The Board thanked Ms. Masson for the information.

Procurement – Trickling Filter Bearings: Chair Holmes asked for an explanation on the bearings. Assistant Manager Masson presented information on the options to repair the 2nd stage trickling filter bearings. One option is to repair just the bearings for an estimated cost of \$78,000. Or replace the center structure using the existing arms for approximately \$179,000 – \$195,400 with the possibility the existing arms may not work on a new center structure. Or replace the center structure including new arms at a higher cost. After discussion, the Board directed Ms. Masson to get bids for a new center structure including new arms, and a new center structure using existing arms.

Procurement – Lateral Camera Head: Chair Holmes asked Manager Jones to explain about the lateral camera head. Ms. Jones explained the camera head’s locator signal is not working. The signal makes it possible to locate the camera inside the pipe allowing staff to locate the direction the lateral is going. Two bids were presented for a new camera head.

Mountain Land Supply, Rigid Equipment	\$12,814.00
Neverest Equipment	\$12,985.00

Trustee Roueche moved to approve the low bid, Mountain Land Supply for \$12,814.00. Trustee Johnson seconded the motion and all Trustees voted aye.

Procurement Policy Discussion, Possible Update: Chair Holmes invited Assistant Manager Masson to present the Procurement Policy draft update. Ms. Masson presented information on the current small purchase amount of \$7,500.00 and the request to increase the small purchase amount to \$8,500.00 which is under the inflation-adjusted value from 2021. After discussion Trustee Johnson moved to approve the Procurement Policy increasing the small purchase amount to \$8,500.00. Trustee Page seconded the motion and all Trustees voted aye.

Minor Items:

- UASD Annual Meeting
- Expended vs. Budget
- Articles of Interest
- NACWA Update

Public Input: There was no public input.

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

The meeting adjourned around 7:30 pm.

Next regular meeting: October 10, 2024.

District Manager

