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**Minutes
Central Davis Sewer District Board Meeting**

October 10, 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 and Trustees, Mike Roueche, Mark Johnson, Steve Brough and Carol Page. Staff members attending were, District Manager Jill Jones, and Assistant Manager Manjot Masson.

Minutes: The Board reviewed the minutes for September 12, 2024. Trustee Johnson 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, VISA, and cash receipts. In addition, the bank reconciliation and PTIF account were reviewed with the Board. After review, Trustee Brough moved to approve the claims as presented. Trustee Page seconded the motion, and all Trustees present voted aye.

2025 Preliminary Budget Consideration: Chair Holmes asked Staff to brief the Board on the provided Budget Information. Manager Jones presented the 20-year rate study with information previously presented. After discussion, the board authorized staff to proceed with the draft Tentative Budget based on information presented at the past several Board meetings.

2025 Capital Update: Chair Holmes asked Staff to brief the Board on the proposed 2025 Capital budget. Assistant Manager Masson provided an overview of the Capital budget in line with previous board recommendations. Trustee Roueche motioned to move the 2025 Capital Budget presented forward to the draft Tentative budget. Trustee Brough seconded the motion, and all Trustees voted aye.

Fraud Risk Assessment: Manager Jones presented the 2024 Fraud Risk Assessment required by the State Auditor. Trustee Page moved to accept the Fraud Risk Assessment. Trustee Johnson seconded the motion, and all Trustees voted aye.

Procurement – Furniture, New Building: Chair Holmes asked about the furniture for the new building. Assistant Manager Masson pointed out the desks, table and chairs are on State contract, through Hon Co./ Desk Inc. Staff is requesting up to \$15,000.00 for the furniture since staff is still working through the number of desks, etc. Trustee Johnson moved to approve the furniture purchase up to \$15,000.00 on State contract. Trustee Roueche seconded the motion, and all Trustees voted aye.

Property Discussion: Chair Holmes asked to be updated on Property. Assistant Manager Masson presented drone footage of the sections of property that the Kaysville connector road has separated from the rest of District property. Manager Jones explained that developers have reached out about the property and wanted the Board to be aware of what may be coming before them. Ms. Jones presented some ideas for these areas. The Board thanked Ms. Jones for the information.

Topsoil Removal: Manager Jones pointed out the weeds on the large dirt pile on one of the properties. Ms. Jones explained that as responsible property owners the weeds should be knocked down and the dirt pile leveled. District operators do not have time to move dirt or to knock down the weeds. Ms. Jones asked if staff could reach out to a local contractor, Morley Construction, about moving dirt and knocking down weeds and come back with information. Trustee Roueche moved to approve contacting Morely Construction and asked staff to return with information and a cost estimate. Trustee Page seconded the motion, and all Trustees voted aye.

Asphalt for Modular Building: Assistant Manager Masson provided information on the asphalt around the Modular building. Costs for the modular building were included in the 2024 budget. Staff solicited two asphalt bids from two companies.

LaRose Paving	\$11,952.00. Est completion, Oct 10-17
Eckles Paving (State Contract)	\$14,796.00. Est completion, end of Oct.

Ms. Masson explained the cost has increased due to a mismeasurement. The cost per foot is unchanged.

Staff awarded the bid to LaRose Paving as it was lower than the State contract price from Eckles Paving and could get it done sooner. Trustee Johnson moved to ratify the asphalt bid. Trustee Roueche seconded the motion, and all Trustees voted aye.

WEFTEC 2024 Update: Manager Jones and Assistant Manager Masson provided a brief overview of WEFTEC.

Cherry Hill Update: Manager Jones included the letter that had been sent to Cherry Hill referring to their Pretreatment Permit and Compliance Schedule. There has been no response as of the board meeting. To date Cherry Hill has violated their ~~flow~~ limit over 65 times. Compliance deadlines are approaching.

Possible Closed Session as allowed in 52-4-205(1)(c): Trustee Roueche motioned to move into closed session as allowed in 52-4-205(1)(c). Trustee Page seconded the motion, and all Trustees voted aye.

Trustee Page motioned to end the closed meeting. Trustee Roueche seconded the motion and all Trustees voted aye.

Trustee Page moved to go back into open session. Trustee Roueche seconded the motion and, all Trustees voted aye.

After moving back into open meeting, the board discussed the direction to take with Cherry Hill. Trustee Johnson moved to have the Attorney work with Cherry Hill to negotiate a quick resolution. Trustee Roueche seconded the motion, and all Trustees voted aye.

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

1. Expended vs. Budget
2. Articles of Interest
3. UASD Annual Conference

Public Input: There was no input from the public.

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

Meeting Adjourned about 7:30 pm.

District Manager

