

SOUTH DAVIS SEWER DISTRICT
BOARD OF TRUSTEES
REGULAR MEETING
19 September 2024

The Board of Trustees of the South Davis Sewer District, Davis and Salt Lake Counties, met in regular session at 5:00 p.m. at the District Office located at 1800 West 1200 North, West Bountiful, Utah, with the following members present:

Howard Burningham	Chair
Mark Preece	Vice-Chair
Len Arave	Trustee
Gina Hirst	Trustee
Brian Horrocks	Trustee
Kendalyn Harris	Trustee
Ryan Westergard	Trustee

Others meeting with the Board:

Matt Myers	General Manager/Treasurer
Mark Katter	Accounting Manager/Clerk
Lanese Hendrickson	Asst General Manager
Susanne Monsen	Administrative Asst/Asst Clerk
Ron Mortensen	Resident, Bountiful City

1. OPEN MEETING:

The Chair called the meeting to order at 5:04 p.m.

2. APPROVAL OF MINUTES:

The Chair asked for comments of the Regular Board Meeting held 15 August 2024. After consideration motion was made by Len Arave seconded by Brian Horrocks to accept the Minutes as presented. Motion carried unanimously with Trustees Burningham, Arave, Hirst, Preece, Horrocks, Harris and Westergard voting "aye".

3. BUDGET REPORT:

A. SOUTH DAVIS SEWER DISTRICT.

The Budget Report ending August/2024 was presented for review. The combined Revenue Budget has received 71% in revenues. The Collection System is 56% expended; Treatment Plants are 62% expended; Industrial Pretreatment is 69% expended; Capital Expansion is 10% expended; Water Quality Group (JR/FB) is 62% expended; OU2 Remediation is 63% expended; Water Quality Group (UT LK) is 64% expended; and General & Admin is 45% expended. The budget ratio to calendar months is 66%.

B. WASATCH RESOURCE RECOVERY.

The Budget Report ending August/2024 was presented for review. The Revenue Budget has received 39% in Revenues and is 57% expended. The budget ratio to calendar months is 66%.

4. INVESTMENT REPORT:

Current investments (July/2024) are maintained by Zions Bank, Public Treasurers Investment Fund (PTIF) and Moreton Asset Management. Zions Trust held approximately \$4.9 million at an interest rate of 5.3318% (funds are with PTIF); PTIF held approximately \$10 million at an interest rate of 5.3318%; and Moreton held approximately \$1.9 million at an interest rate of 4.4417%.

5. APPROVAL OF DISBURSEMENTS:

Trustees reviewed Zions Bank check numbers 35450, 35458, 35470, 35520 and 35525. After further consideration motion was made by Brian Horrocks seconded by Mark Preece to accept the Disbursements as presented. Motion carried unanimously with Trustees Burningham, Arave, Hirst, Preece, Horrocks, Harris voting and Westergard "aye".

6. DECLARE SURPLUS PROPERTY:

The District has two items no longer needed or used by the District. They include a 1986 Chevrolet pickup truck which is no longer used and a 100kw generator for which parts are no longer available. We would like to put these items out to bid through the Public Surplus website.

Motion was made by Len Arave seconded by Ran Westergard to declare the items presented as surplus. Motion carried unanimously with Trustees Burningham, Arave, Hirst, Preece, Horrocks, Harris and Westergard voting "aye".

7. AWARD SCADA/INTEGRATION SERVICES CONTRACT:

As discussed at last month's meeting, a committee was selected and staff then negotiated with Advanced Process Control Optimization (APCO) for the new SCADA system to be installed as part of the North Plant upgrade. This negotiation resulted a cost of \$1,346,156.00 for the scope of work required including design, fabrication, programming and integration of the PLC panels. It also includes the provision of control system hardware, SCADA integration and commissioning support. This company has an excellent reputation and is located in North Salt Lake.

Motion was made by Kendalyn Harris seconded by Gina Hirst to award the bid for the SCADA/Integration Services Contract to Advanced Process Control & Optimization (APCO) as presented for the amount of \$1,346,156.00. Motion carried unanimously with Trustees Burningham, Arave, Hirst, Preece, Horrocks, Harris and Westergard voting "aye".

8. REVIEW FINDINGS OF THE UTAH SEWER RATE SURVEY:

On Wednesday, 9/18/24, the POTW's (Publicly Owned Treatment Works) located along the Wasatch Front sponsored a breakfast and information meeting with State legislators regarding current costs and regulations for the wastewater industry. Rates continue to increase at greater than the rate of inflation and have done so since 2009. At that time Utah was about 74% of the national average based on information from a NACWA survey. In 2024 Utah is about 92% of the national average. Future regulatory changes being considered could significantly increase future costs. Matt Myers and Gina Hirst represented the South Davis Sewer District. Both felt the meeting was informative and well attended.

9. NORTH PLANT BONDING UPDATE:

Matt Myers reviewed a proposed bonding schedule based on current construction needs. He discussed Public bonds versus Private Placement bonds and the benefit of each along with necessary time lines to meet construction funding requirements. The discussion included interest rates and other items to consider. Any Trustees who would like to be involved in this process are welcome to participate. Bountiful City just went through this process and Kendalyn Harris suggested District staff contact her staff to discuss their process. Len Arave recommended that the District not wait too long to avoid putting itself in a difficult position.

10. UTAH ASSOCIATION OF SPECIAL DISTRICTS - APPOINT MEMBER AND ALTERNATE:

After consideration motion was made by Kendalyn Harris seconded by Gina Hirst to appoint Howard Burningham as Member and Ryan Westergard as Alternate Member. Motion carried unanimously with Trustees Burningham, Arave, Hirst, Preece, Horrocks, Harris and Westergard voting "aye".

11. SCHEDULE ENGINEERING AND PERSONNEL COMMITTEE MEETINGS - 2025 BUDGET:

A. ENGINEERING COMMITTEE.

In preparation for the 2025 Budget, the Engineering Committee (Gina Hirst, Kendalyn Harris, Brian Horrocks) will meet at the District Office on Thursday, October 17, 2024, at 3:00 p.m.

B. PERSONNEL COMMITTEE.

In preparation for the 2025 Budget, the Personnel Committee (Ryan Westergard, Mark Preece, Len Arave) will meet at the District Office on Thursday, October 17, 2024, at 3:00 p.m.

This will be a work session for both committees.

12. NORTH PLANT REHABILITATION AND NUTRIENT REMOVAL PROJECT - REPORT:

Lanese Hendrickson reported that construction of North Plant upgrades is well underway. District staff meets weekly with project engineers and contractors to review project timelines and progress and discuss the status of submittals and requests for information. Work is proceeding on the Administration Building and shoring to allow for construction of the MBBR is in progress.

At Alder's recommendation, and at no cost to the District, software is being used to track submittals, requests for information and other project details.

13. WASATCH RESOURCE RECOVERY (WRR) PROJECT - REPORT:

Staff reported on odor issues, complaints and efforts to develop an odor management plan. Work is ongoing to identify, evaluate and implement odor control systems to mitigate odors from the facility.

A letter from Brian Horrocks, Mayor of North Salt Lake, was read to the Board regarding the odor problems at WRR and associated impacts - specifically to the Foxboro neighborhood.

The District has spent \$400,000.00 to date to try to resolve the odor problems. Staff believes one of the main sources of odor at present may be the Hydrolysis Buffer Tank.

14. GENERAL MANAGER'S REPORT:

A. FINAL STIPULATED COMPLIANCE ORDER - NORTH PLANT.

The District received a Final Stipulated Compliance Order from the Division of Water Quality stating that effluent limit exceedances which occur between 12/1/23 and 9/1/26 will result in civil penalties. These exceedances include ammonia and other limits. The letter included the cost for these exceedances. As was discussed under Disbursements, the North Plant experienced an ammonia exceedance and was penalized accordingly. There may be a few more of these exceedances until the MBBR process is operational.

B. LETTER FROM THE DIVISION OF WATER QUALITY (DWQ) - HEBER VALLEY SPECIAL SERVICES DISTRICT (HVSSD) CONCERNS.

DWQ responded to concerns raised about HVSSD. To address these concerns DWQ conducted an investigation and found HVSSD was operating in compliance with no discernable problems. This letter was shared with the board to raise awareness on the role that the public relations play in Sewer District operations.

C. RETIREMENT - MIKE BRADSHAW, LEAD MAINTENANCE.

Mike Bradshaw will retire the end of September after 30 years of employment with the District. Mike has been a valued employee of the District and takes with him knowledge and skills not yet acquired by some of our newer employees. The 2025 budget will include a more robust training budget for many of our newer, younger employees to help them gain needed education in wastewater processes.

15. APPROVAL TO CLOSE THE MEETING TO DISCUSS THE SALE OF REAL PROPERTY:

Motion was made by Ryan Westergard seconded by Brian Horrocks to go into closed session. Motion carried unanimously via a roll call vote with Trustees Burningham, Arave, Hirst, Preece, Horrocks, Harris and Westergard voting "aye".

The Chair declared the meeting closed at 6:49 p.m.

Motion was made by Gina Hirst seconded by Brian Horrocks to return to the open session of the meeting. Motion carried unanimously with Trustees Burningham, Arave, Hirst, Preece, Horrocks, Harris and Westergard voting "aye".

The Chair declared the meeting opened at 7:13 p.m.

Closed session attendees included Howard Burningham, Mark Preece, Len Arave, Gina Hirst, Brian Horrocks, Kendalyn Harris, Ryan Westergard, Matt Myers, Mark Katter, Lanese Hendrickson and Susanne Monsen.

16. NEXT MEETING SCHEDULED:

A work session for the 2025 Budget has been scheduled for Thursday, 17 October 2024, 3:00 p.m. The next regular meeting has been scheduled for Thursday, 17 October 2024, 5:00 p.m.

17. DISMISSAL:

The Chair declared the meeting adjourned at 7:14 p.m.



Clerk



Chair, Board of Trustees