

SOUTH DAVIS SEWER DISTRICT
BOARD OF TRUSTEES
REGULAR MEETING
16 March 2023

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 (excused 6:50 pm)
Brian Horrocks	Trustee (arrived 5:08 pm)
Kendalyn Harris	Trustee (arrived 5:20 pm)
Ryan Westergard	Trustee (arr. 5:55 pm via teleconference) (excused 7:10 pm)

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
Deby Marshall	Resident, West Bountiful
Dana Anghel	Resident, Bountiful
Nate Rogers	Resident, Bountiful
Beverly Westle	EIP Ventures LLC
Lester Krone	EIP Ventures LLC

1. OPEN MEETING:

The meeting was called to order at 5:03 p.m.

2. APPROVAL OF MINUTES:

The Chair asked for comments of the regular Board Meeting held 16 February 2023. After consideration motion was made by Mark Preece seconded by Len Arave to accept the Minutes as presented. Motion carried with Trustees Burningham, Arave, Hirst, and Preece voting "aye",

3. BUDGET REPORT:

A. SOUTH DAVIS SEWER DISTRICT.

The Budget Report ending February/2023 was presented for review. The combined Revenue Budget has received 36% in revenues. The Collection System is 19% expended; Treatment Plants are 17% expended; Industrial Pretreatment is 15% expended; Capital Expansion is 3% expended; Water Quality Group (JR/FB) is 12% expended; OU2 Remediation is 21% expended; Water Quality Group (UT LK) is 11% expended; and General & Admin is 26% expended. The budget ratio to calendar months is 16%.

B. WASATCH RESOURCE RECOVERY.

The Budget Report ending February/2023 was presented for review. The Revenue Budget has received 14% in Revenues and is 16% expended. The budget ratio to calendar months is 16%.

4. INVESTMENT REPORT:

Current investments (February/2023) are maintained by Zions Bank, Public Treasurers Investment Fund (PTIF) and Moreton Asset Management. Zions Trust held approximately \$7.8 million at an interest rate of 4.6002% (funds are with PTIF); PTIF held approximately \$6.7 million at an interest rate of 4.6002%; and Moreton held approximately \$1.8 million at an interest rate of 3.7724%.

5. APPROVAL OF DISBURSEMENTS:

Trustees reviewed Zions Bank check numbers 33474, 33479, 33484 and 33534. After consideration and some review motion was made by Brian Horrocks seconded by Len Arave to accept the Disbursements as presented. Motion carried unanimously with Trustees Burningham, Arave, Hirst, Preece and Horrocks voting "aye".

6. APPROVAL OF SEWER LINE DEEDS:

A. TOWNE PLAZA TOWNHOMES PHASE 2 - PROJECT NO. 13-18.

The Deed for Towne Plaza Townhomes Phase 2, located in North Salt Lake, has been received. The total sewer costs for this development are \$46,500.00.

Motion was made by Len Arave seconded by Mark Preece to accept the Deed for Towne Plaza Townhomes Phase 2. Motion carried unanimously with Trustees Burningham, Arave, Hirst, Preece and Horrocks voting "aye".

7. APPROVAL TO UPDATE SIGNATURES ON ZIONS BANK ACCOUNTS:

In order to update signatures on current District accounts the bank requires Board approval authorizing any changes. In accordance with State Statute and District policy all checks require two signatures. We have four signatures on file with Zions Bank; two signatures on checks (General Manager and Accounting Manager) and two alternates (Chair and Vice-Chair).

Motion was made by Gina Hirst seconded by Kendalyn Harris to authorize signature updates as presented and discussed. Motion carried unanimously with Trustees Burningham, Arave, Hirst, Preece, Horrocks and Harris voting "aye".

8. CONSIDER APPROVAL OF MUNICIPAL WASTEWATER PLANNING PROGRAM (MWPP) ANNUAL REPORT FOR 2022:

Hold until next meeting.

9. SPECTRUM ACADEMY - REPORT:

Staff met with Brad Nelson of Spectrum Academy to discuss their position on impact fees for their facilities. We are waiting for a formal response from them, after which Mark Anderson will then review and respond. Staff will report back next month.

10. CONSIDER ACCESSORY DWELLING UNIT (ADU) POLICY:

To comply with State requirements staff has been researching the ADU policies of the cities within the District in order to develop a somewhat consistent policy. A breakdown of those policies was presented for review. While there is some variation in policies between the cities, there are several key features that all have in common:

- A property owner must apply for and obtain a permit;
- Either the principal unit or ADU must be owner-occupied as the owner's full-time or permanent residence; and
- The permit may be voided or rescinded.

Staff recommended not charging an additional impact fee for an ADU, billing properties with an ADU at 2 EDUs (equivalent dwelling unit) and requiring inspections (with applicable inspection fees) for construction of any new building sewers (laterals) . The District will request and use lists of registered ADUs provided by the cities for tracking and billing. These recommendations would be incorporated into Resolution No. 110-Schedule of Charges and Fees, and Resolution No. 104-Building Sewer Connections, to be presented in the May Board Meeting.

Motion was made by Brian Horrocks seconded by Mark Preece to approve an ADU policy as discussed. Motion carried unanimously with Trustees Burningham, Arave, Hirst, Preece, Horrocks and Harris voting "aye".

11. CONSIDER ARCHITECTURAL SERVICES FOR ADMINISTRATION BUILDING PROJECT:

A preliminary proposal for architectural services has been received from James Glascock. Mr. Glascock leans toward basic, industrial-type buildings. He designed the Collection System shop in Centerville and came in under budget. Staff recommended retaining his services for this facility.

Motion was made by Kendalyn Harris seconded by Gina Hirst to approve the architectural services for the administration building project with James Glascock. Motion carried unanimously with Trustees Burningham, Arave, Hirst, Preece, Horrocks and Harris voting "aye".

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

The District is still bypassing the South Plant headworks while work is completed to install new screens and gates.

A. JACOB'S STUDY.

The final report for the Chemically Enhanced Primary Treatment (CEPT) study the District hired Jacobs Engineering to complete has been received. The study came in \$20,000 under budget. Recommendations for optimization highlighted mixing and dosing intensity.

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

Design and engineering of North Plant upgrades is ongoing. The CEPT study from Jacobs will be used to assist in the North Plant design.

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

Staff is ready to install new membranes in the gas upgrading skid and will do so in conjunction with repairs to a motor where a bearing problem has been identified. We will not be selling gas during that time. Gas production is expected to increase with addition of the new membranes.

15. GENERAL MANAGER'S REPORT:

A. RANDY MARRIOTT (DECEASED) - FUTURE OF BIOSOLIDS.

With the passing of Randy Marriott, the future of biosolids disposal on his farm may be in question. Matt Myers organized a meeting with other POTW's along the Wasatch Front to discuss the future of biosolids disposal. All are waiting to hear from the Marriott family on their path forward.

B. REVIEW OF LEGISLATIVE ACTIONS.

The following bills from the most recent legislative session were briefly reviewed:

- HB 349 - Water Reuse Project Amendments (Prohibits approval of water reuse projects that would impact the Great Salt Lake.)
- SB 34 - Water Infrastructure Funding Study (Study of the use of property tax revenue to fund water infrastructure, treatment and delivery.)
- HB 345 - Local District Property Tax Amendments (Trustees required to report back to their entities on specific bond issuances and tax increases.

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

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

The Chair declared the meeting closed at 5:52 p.m.

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

The Chair declared the meeting opened at 7:35 p.m.


17. NEXT MEETING SCHEDULED:

The next meeting has been scheduled for Thursday, 27 April 2023, 5:00 p.m.

18. DISMISSAL:

The Chair declared the meeting adjourned at 7:36 p.m.


Chair, Board of Trustees


Clerk