

SOUTH DAVIS SEWER DISTRICT
BOARD OF TRUSTEES
REGULAR MEETING
28 April 2022

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:

Dee Hansen	Chair
Howard Burningham	Vice-Chair
John Davies	Trustee
Kendalyn Harris	Trustee (excused 7:35 pm)
Brian Horrocks	Trustee
Mark Preece	Trustee
Ryan Westergard	Trustee

Others meeting with the Board:

Dal Wayment	General Manager/Treasurer
Matt Myers	Assistant General Manager
Mark Katter	Accounting Manager/Clerk
Susanne Monsen	Administrative Asst/Asst Clerk
Duane Huffman	West Bountiful City Administrator
Deby Marshall	Resident, West Bountiful

1. OPEN MEETING:

The Chair called the meeting to order at 5:00 p.m.

2. APPROVAL OF MINUTES:

The Chair asked for comments of the regular Board Meeting held 17 March 2022. After consideration motion was made by John Davies seconded by Kendalyn Harris to accept the Minutes as presented. Motion carried with Trustees Hansen, Burningham, Davies, Preece, Horrocks and Harris voting "aye". Ryan Westergard abstained as he was not present at the meeting.

3. BUDGET REPORT:

A. SOUTH DAVIS SEWER DISTRICT.

The Budget Report for the period ending March/2022 was presented for review. The combined Revenue Budget has received 38% in revenues; The Collection System is 26% expended; Treatment Plants are 21% expended; Industrial Pretreatment is 23% expended; Capital Expansion is 22% expended; Water Quality Group (JR/FB) is 14% expended; OU2 Remediation is 15% expended; Water Quality Group (Utah Lake) is 21% expended; and General & Admin is 22% expended. The budget ratio to calendar months is 25%.

B. WASATCH RESOURCE RECOVERY.

The Budget Report for the period ending March/2022 was presented for review. The Revenue Budget has received 7% in revenues and is 25% expended. The budget ratio to calendar months is 25%.

4. INVESTMENT REPORT:

Current investments (March/2022) are maintained by Zions Bank, Public Treasurer's Investment Fund (PTIF) and Moreton Asset Management. Zions Trust held approximately \$11.3 million at an interest rate of 0.0582% (funds are with PTIF); PTIF held approximately \$6.8 million at an interest rate of 0.0582%; and, Moreton held approximately \$1.8 million at an interest rate of 1.1365%.

5. APPROVAL OF DISBURSEMENTS:

Trustees reviewed the Zions Bank check numbers 32246, 32300, 32376, EFT dated 3/29/22. After consideration motion was made by Brian Horrocks seconded by Kendalyn Harris to accept the Disbursements as presented. Motion carried unanimously with Trustees Hansen, Burningham, Davies, Harris, Preece, Horrocks and Westergard voting "aye".

6. APPROVAL OF SEWER LINE AGREEMENTS:

A. 2055 ON MAIN PUD - PROJECT NO. 3-22.

Mr. Wayment recommended the Agreement for 2055 On Main PUD, located at approximately 2055 South Main Street in Bountiful, known as Project No. 3-22, be accepted.

Motion was made by Kendalyn Harris seconded John Davies to authorize the Chair to sign the Agreement for 2055 On Main PUD. Motion carried unanimously with Trustees Hansen, Burningham, Davies, Harris, Preece, Horrocks and Westergard voting "aye".

7. APPROVAL OF SEWER LINE DEEDS:

A. JOE AND BETTE EGGETT SUBDIVISION PHASE 6 - PROJECT NO. 5-21.

The Deed for Joe and Bette Eggett Subdivision Phase 6, located in Bountiful, has been received. The total sewer costs for this development are \$18,369.00.

B. STEVENS MESA - PROJECT NO. 6-21.

The Deed for Stevens Mesa, located in Centerville, has been received. The total sewer costs for this development are \$56,582.00.

Motion was made by Mark Preece seconded by Ryan Westergard to accept the Deeds for Joe and Bette Eggett Subdivision Phase 6 and Stevens Mesa. Motion carried unanimously with Trustees Hansen, Burningham, Davies, Harris, Preece, Horrocks and Westergard voting "aye".

8. CONSIDER REQUEST FROM WEST BOUNTIFUL CITY TO WAIVE THE IMPACT FEE FOR THEIR NEW PUBLIC WORKS FACILITY:

West Bountiful City has requested that the sewer impact fee for their new public works facility be waived. There is a provision in both State Statute and the District's Impact Fee Resolution that "any impact fee may be waived or reduced for those developments which are deemed to serve a broad public purpose that would be harmed by the District requiring full payment of applicable impact fees, such as low income housing projects". West Bountiful clearly provides many valuable services to the community and the District. The District has not waived any impact fees for governmental entities or others in the past. The District pays a water bill to Centerville, West Bountiful and North Salt Lake. The Board felt that to be consistent and to not establish a precedent it was not prudent to waive the fee.

Motion was made by Kendalyn Harris seconded by John Davies to follow District policy and not waive the impact fee for this facility. Motion carried unanimously with Trustees Hansen, Burningham, Davies, Harris, Preece, Horrocks and Westergard voting "aye".

9. CONSIDER APPROVAL OF MUNICIPAL WASTEWATER PLANNING PROGRAM (MWPP) ANNUAL REPORT FOR 2021:

The Annual Self-Assessment Report questionnaire from the Division of Water Quality addressing performance and planning issues for both operational and financial planning for the District was submitted for review by Matt Myers. Because of some additional reporting which will be completed by the end of this year, we are only required to submit the Financial and Collection System portions of this annual report.

Motion was made by Howard Burningham seconded by Mark Preece to approve the Municipal Wastewater Planning Program for 2021 as reviewed. Motion carried unanimously with Trustees Hansen, Burningham, Davies, Harris, Preece, Horrocks and Westergard voting "aye".

10. CONSIDER IMPACT FEE AND RATE STUDY PROPOSAL:

Any public entity charging an impact fee must perform a periodic study to determine and document the appropriate amount of the impact fee. This is a detailed study that must conform to a comprehensive State Statute. This study will also review the District's sewer rate structure for commercial and industrial users. It will also review the District's sewer rate study.

Motion was made by John Davies seconded by Howard Burningham to approve the Impact Fee and Rate Study Proposal submitted by CapEx Planning, LLC in the amount of \$35,970.00. Motion carried unanimously with Trustees Hansen, Burningham, Davies, Harris, Preece, Horrocks and Westergard voting "aye".

11. CONSIDER CYBER SECURITY INSURANCE PROPOSAL:

In recent years, particularly the past year, cyber security issues have become significant for public entities. District staff, its IT provider and insurance broker, have spent significant time and effort in assessing the District's cyber security needs and status. All deficiencies found in this review have been corrected. After a review and audit, we received a proposal to provide insurance covering cyber security issues.

Motion was made by Ryan Westergard seconded by John Davies to approve the Cyber Security Insurance proposal from Olympus Insurance Agency in the amount of \$8,002.00 for 2022 as presented. Motion carried unanimously with Trustees Hansen, Burningham, Davies, Harris, Preece, Horrocks and Westergard voting "aye".

12. CONSIDER JOINT STUDY WITH WASATCH INTEGRATED WASTE MANAGEMENT DISTRICT (WIWMD) OF THE DIGESTION POTENTIAL OF SOLID WASTE DERIVED FEEDSTOCK:

We have been working with WIWMD for the last several years exploring opportunities to utilize organic wastes from WIWMD in the food-waste-to-energy project. Various technologies have been developed to extract organic material from solid waste. This could be a significant source of feed stock for our anaerobic digesters. Working with WIWMD we have gone through the procurement process for a consultant to perform a feasibility study and make recommendations on how we can best accomplish this.

Motion was made by Ryan Westergard seconded by Mark Preece to approve the Joint Study with WIWMD as submitted with Jacobs Engineering Group, Inc. in the amount of \$96,789.00, the cost to be shared evenly between the District and WIWMD. Motion carried unanimously with Trustees Hansen, Burningham, Davies, Preece, Horrocks and Westergard voting "aye".

13. SOUTH PLANT REHABILITATION AND NUTRIENT REMOVAL PROJECT REPORT:

The new MBBR biological reactor has been completed. It has been seeded and we are now growing biomass preparatory to incorporating it into the District's treatment process. The final piece of process equipment, a hydrocyclone, should be shipped this week. The last major project replacing the influent fine screens has been started. We have had typical start up problems with the main aeration blowers and the standby generator. We have taken over beneficial use of the new lunchroom, showers and operations offices.

14. NORTH PLANT REHABILITATION AND NUTRIENT REMOVAL PROJECT REPORT:

Under its current UPDES Permit the District is obligated to complete construction of nutrient removal facilities by a certain date. The District desires to utilize an algae-based biological process. Proof of concept and operational questions will require additional time beyond the compliance schedule deadline. The District has requested an extension from the Division of Water Quality (DWQ) and we are waiting a response. In the meantime, planning and engineering on some aspects of the project are continuing.

15. WASATCH RESOURCE RECOVERY (WRR) PROJECT REPORT:

Early this month the new compressor for the gas upgrade skid (GUS) was installed and put into service. Within a week the new 700 hp motor failed with electrical problems. The motor has been reworked and was delivered today. Installation should be complete and back online early next week. The renewable natural gas (RNG) market continues to strengthen. The District is reviewing and investigating for marketing our RNG. A company called Intermountain Food Services is interested in marketing the ammonium sulfate produced by the project. They have submitted a very preliminary draft proposal. We are working with them to put together a complete proposal. We have a small window of opportunity to get this done because of the seasonality of the agricultural business. Volume of feed stock continues to grow slowly but steadily.

16. NEXT MEETING SCHEDULED:

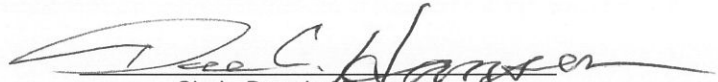
The next meeting has been rescheduled for Thursday, 19 May 2022, 5:00 p.m.

17. DISMISSAL:

The Chair declared the meeting adjourned at 7:40 p.m.



Clerk



Chair, Board of Trustees