

SOUTH DAVIS SEWER DISTRICT
BOARD OF TRUSTEES
WORK SESSION
20 October 2022

The Board of Trustees of the South Davis Sewer District, Davis and Salt Lake Counties, met in a work session at 3:00 p.m. at the District Office located at 1800 West 1200 North, West Bountiful, Utah, with the following members present:

Howard Burningham	Vice-Chairman
Mark Preece	Trustee
Brian Horrocks	Trustee
Kendalyn Harris	Trustee
Ryan Westergard	Trustee

Others meeting with the Board:

Matt Myers	Acting General Manager
Mark Katter	Accounting Manager/Clerk
Susanne Monsen	Administrative Asst/Asst Clerk
Lanese Hendrickson	Engineer

1. OPEN COMMITTEE MEETING WORK SESSION:

The Chairman called the meeting to order at 3:07 p.m.

2. REVIEW ENGINEERING COMMITTEE RECOMMENDATIONS FOR THE PROPOSED 2023 TENTATIVE BUDGET:

The capital budgets were reviewed as follows:

Collection System

Buildings & Facilities	\$ 25,000
Outfall/Sewer Lines	\$ 0
Operating & Support Equipment	\$ 85,000
Mobile Equipment	\$ 280,000
Miscellaneous Office Equipment	\$ 37,782
Sub-Total	\$ 427,782

Treatment Plants

Buildings & Facilities	\$ 5,670,000
Operating & Support Equipment	\$ 0
Mobile Equipment	\$ 331,000
Office Equipment	\$ 21,636
Major Equipment & Materials	\$ 100,000
Engineering	\$ 0
Sub-Total	\$ 6,122,636

General & Administration

Mobile Equipment	\$ 75,000
Office Furniture & Equipment	\$ 169,594
Sub-Total	\$ 244,594

GRAND TOTAL \$ 6,795,012

3. APPROVAL TO CLOSE THE MEETING TO DISCUSS THE CHARACTER, PROFESSIONAL COMPETENCE OR PHYSICAL OR MENTALHEALTH OF AN INDIVIDUAL:

Motion was made by Brian Horrocks seconded by Ryan Westergard to go into closed session. A roll call vote was conducted with Trustees Burningham, Preece, Horrocks, Harris and Westergard voting "aye".

The Chair declared the meeting closed at 4:07 pm.

Motion was made by Brian Horrocks seconded by Ryan Westergard to return to open session. Motion carried unanimously with Trustees Burningham, Preece, Horrocks, Harris and Westergard voting "aye".

The Chair declared the meeting open at 4:16 pm.

4. REVIEW PERSONNEL COMMITTEE RECOMMENDATIONS FOR THE PROPOSED 2023 TENTATIVE BUDGET:

The personnel/payroll budgets were reviewed as follows:

- A. Salaries: The Personnel Committee recommends an 8.6% marketplace adjustment to the District's salary schedule. The Committee further recommends merit raises be authorized with the Board approved salary evaluation guidelines and based on individual employee evaluations.
- B. Health Insurance: Budget for a 2.9% increase in medical insurance.
- C. New Hires: We may be looking for one additional new hire for the resource recovery and nutrient removal projects and possibly an additional staff engineer.
- D. Summer Temporaries: Continue with part-time, hourly help for office and assisting on the CCTV and Jet Washer crews.
- E. Health & Safety Officer: Continue with in-house Health & Safety Officer and training. This training is supplemented with various outside sources such as the Workers Compensation Fund and the Utah Safety Council. We will use some consulting to update some manuals and programs.
- F. Wasatch Front Water Quality Council: Continue to be a member of and to administer the operations of the Council on behalf of the other Publicly Owned Treatment Works (POTW's) in Davis, Salt Lake and Utah Counties. Funding for the group comes from contributions from its members. Continue with District contribution.
- G. Operating Unit 2 (OU2): Continue to operate and maintain the EPA Superfund site treatment facility on behalf of the Office of the State of Utah Division of Environmental Response. Funding for this work comes from the DER.

4. CLOSE COMMITTEE MEETING WORK SESSION/DISMISSAL:

The Committee Meeting Work Session ended at 4:42 p.m.



Clerk



Vice-Chair, Board of Trustees