

SOUTH DAVIS SEWER DISTRICT
BOARD OF TRUSTEES
REGULAR MEETING
20 January 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:

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| Dee Hansen | Chair |
| Howard Burningham | Vice-Chair |
| John Davies | Trustee (via videoconference) |
| Kendalyn Harris | Trustee |
| Brian Horrocks | Trustee (via videoconference) |
| Mark Preece | Trustee |
| Ryan Westergard | Trustee |

Others meeting with the Board:

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|----------------|---|
| Dal Wayment | General Manager/Treasurer |
| Matt Myers | Assistant General Manager |
| Mark Katter | Accounting Manager/Clerk |
| Susanne Monsen | Administrative Asst/Asst Clerk |
| Brad Rasmussen | Aqua Engineering |
| Deby Marshall | Resident, West Bountiful |
| Ron Mortensen | Resident, Bountiful (via videoconference) |

1. OPEN MEETING:

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

2. WELCOME NEW TRUSTEES:

Dee Hansen recognized and welcomed two new members to the District's Board of Trustees; Mayor Kendalyn Harris representing Bountiful City and Mayor Brian Horrocks representing North Salt Lake City.

3. APPROVAL OF MINUTES:

The Chair asked for comments of the regular Board Meeting held 2 December 2021, the Public Hearings held 2 December 2021 and the Public Hearing held 6 December 2021. After consideration and one correction motion was made by Ryan Westergard seconded by Mark Preece to accept the Minutes as corrected. Motion carried with Trustees Hansen, Burningham, Davies, Preece, Horrocks, Harris and Westergard voting "aye".

4. SELECTION OF CHAIR, VICE-CHAIR & COMMITTEES:

A. CHAIR & VICE-CHAIR.

Motion was made by John Davies seconded by Ryan Westergard to recommend Dee Hansen as Chair and Howard Burningham as Vice-Chair. Motion carried unanimously with Trustees Hansen, Burningham, Davies, Harris, Preece, Horrocks and Westergard voting "aye".

B. COMMITTEES.

In accordance with Resolution No. 112 committee assignments are to be recommended by the Chair and voted on by the Board. The Chair recommended the following:

Engineering Committee

Chair, John Davies
Member, Brian Horrocks
Member, Mark Preece

Personnel Committee

Chair, Howard Burningham
Member, Kendalyn Harris
Member, Mark Preece

Audit Committee

Chair, Mark Preece
Member, Howard Burningham
Member, Kendalyn Harris

WRR Project Management Comm

Member, John Davies
Member, Brian Horrocks
Member, Ryan Westergard

In accordance with District Resolution, the Board Chair serves as an advisor to each committee but has no vote at committee meetings.

After consideration motion was made by Kendalyn Harris seconded by Mark Preece to approve the Committee selections as recommended. Motion carried unanimously with Trustees Hansen, Burningham, Davies, Harris, Preece, Horrocks and Westergard voting "aye".

5. BUDGET REPORT:

A. SOUTH DAVIS SEWER DISTRICT.

The unaudited final Budget Report for the period ending December/2021 was presented for review. The combined Revenue Budget has received 98% in revenues; The Collection System is 114% expended; Treatment Plants are 101% expended; Industrial Pretreatment is 104% expended; Capital Expansion is 25% expended; Water Quality Group (JR/FB) is 94% expended; OU2 Remediation is 79% expended; Water Quality Group (Utah Lake) is 123% expended; and General & Admin is 72% expended. The budget ratio to calendar months is 100%.

B. WASATCH RESOURCE RECOVERY.

The unaudited final Budget Report for the period ending December/2021 was presented for review. The Revenue Budget has received 100% in revenues and is 105% expended. The budget ratio to calendar months is 100%.

6. INVESTMENT REPORT:

Current investments (December/2021) are maintained by Zions Bank, Public Treasurer's Investment Fund (PTIF) and Moreton Asset Management. Zions Trust held approximately \$13.4 million at an interest rate of 0.3698% (funds are with PTIF); PTIF held approximately \$3.9 million at an interest rate of 0.3698%; and, Moreton held approximately \$1.8 million at an interest rate of 0.9329%.

7. APPROVAL OF DISBURSEMENTS:

Trustees reviewed Zions Bank check number 31903. After consideration motion was made by John Davies seconded by Ryan Westergard to accept the Disbursements as presented. Motion carried unanimously with Trustees Hansen, Burningham, Davies, Harris, Preece, Horrocks and Westergard voting "aye".

8. APPROVAL OF SEWER LINE AGREEMENTS:

A. WILLIAMSBURG PARK SUBDIVISION - PROJECT NO. 13-21.

Mr. Wayment recommended the Agreement for Williamsburg Park Subdivision, located at approximately 256 South Hwy 89 in North Salt Lake, known as Project No. 13-21, be accepted.

Motion was made by Mark Preece seconded by Ryan Westergard to authorize the Chair to sign the Agreement for Williamsburg Park Subdivision. Motion carried unanimously with Trustees Hansen, Burningham, Davies, Harris, Preece, Horrocks and Westergard voting "aye".

9. CONSIDER ACCEPTING CREDIT CARD PAYMENTS:

More and more frequently the District has been receiving requests to make payments by credit card. The District has been reluctant to do so because of the approximately 2.5% transaction cost. We have become aware that changes in bank policies on transaction costs for public utilities, allow us to have the customers who wish to use a credit card pay the transaction fee. A survey of a number of local government entities such as Davis County, Davis County Schools, etc. found that many of them charge the transaction fee to the customer. Staff also received proposals from several of the credit card service companies. We were looking for the lowest transaction fee, the lowest miscellaneous fees and the best level of service. It was proposed that we use Business Document Specialists (BDS) as our service provider. The Board emphasized that it should be made clear up front that customers using a credit card would be charged the transaction fee.

Motion was made by John Davies seconded by Ryan Westergard to authorize the use of credit cards with the transaction fee being paid by the customer. Motion carried unanimously with Trustees Hansen, Burningham, Davis, Harris, Preece, Horrocks and Westergard voting "aye".

10. ODOR CONTROL PLAN:

A. REPORT.

Odor control measures at the South Plant undertaken in the last two years were very successful for the last summer and fall. When we encountered the first inversion this winter odor complaints began immediately and continue. We are working to refine and improve odor control measures. We have recently implemented an on-line odor complaint questionnaire and a web page that allows anyone interested to see a summary of odor complaint data. We met last week with five Foxboro residents who are interested in forming an advisory committee on these odor issues. Brian Horrocks suggested the District look into the Foxboro North Facebook as well.

B. CONSIDER HIRING A FOXBORO RESIDENT TO RESPOND TO ODOR COMPLAINTS.

Because of the erratic winds in the Foxboro area, odor episodes are often very short and it is difficult to respond in time to experience the odor. There will be times when the odor comes from other sources and a third party would be helpful to ensure that those are not used as an excuse. We would like to hire a Foxboro resident with a good sense of smell who could generally respond immediately to an odor complaint. This might possibly be done on a flat monthly fee or on a per-callout basis. This could be worked out with the individual.

Motion was made by Ryan Westergard seconded by Mark Preece to proceed with the program as discussed. Motion carried unanimously with Trustees Hansen, Burningham, Davies, Harris, Preece, Horrocks and Westergard voting "aye".

11. SOUTH PLANT REHABILITATION AND NUTRIENT REMOVAL PROJECT REPORT:

Construction photos of the South Plant Project were reviewed. Construction is progressing rapidly at this point. Almost all major equipment is on site. Lead time for remaining equipment should permit the new nutrient removal facilities to be on-line by the end of April.

12. NORTH PLANT REHABILITATION AND NUTRIENT REMOVAL PROJECT REPORT:

A. CONSIDER PATH FORWARD USING BATERIA BASED VS. ALGAE BASED PROCESSES.

The North Plant Nutrient Removal Project has been designed to utilize a new technology using algae instead of bacteria. This process was intended for the South Plant, but it was found that for a time that the South Plant effluent was toxic to the algae. After extensive pilot testing at the North Plant where the process performed flawlessly, it was determined that we would proceed with this project at the North Plant. We recently learned that the first full-scale facility to go on-line, the Village of Roberts, Wisconsin, is experiencing a very similar toxicity issue. After intense review by District staff and the District's consulting engineers of all the data available and meeting with the technology provider, we can't recommend proceeding with the algae process. All options for nutrient removal for the North Plant and updated cost estimates were reviewed and the algae process still offers many benefits.

If the Division of Water Quality (DWQ) would grant the District an extension of two years on the compliance schedule we would use that time to work with the technology provider and the Village of Roberts to identify the toxicity. The South Plant algae pilot plant is currently performing very well. We would continue to operate this pilot plant and study the South Plant effluent. We would work with the technology provider to again set up a pilot plant at the North Plant and run it continuously during this period. During this period two other full-scale projects, Waupun, Wisconsin and Mondovi, Wisconsin, will come on-line and provide further experience for the process. It is also being proposed that a \$2 million Department of Energy study be moved from the Village of Roberts to the District's pilot plant at the South Plant. The benefits and difficulties of this approach were discussed.

Motion was made by Howard Burningham seconded by Brian Horrocks to seek the two-year extension with the Division of Water Quality. Motion carried unanimously with Trustees Hansen, Burningham, Davies, Harris, Preece, Horrocks and Westergard voting "aye".

13. WASATCH RESOURCE RECOVERY (WRR) PROJECT REPORT:

Renewable Natural Gas (RNG) deliveries to Dominion Energy from the WRR project have been suspended while a compressor is replaced. This compressor has been the major operating problem with the gas operating system (GUS). The change out will take about four weeks. We are taking this opportunity to perform a number of maintenance and improvement projects. The new compressor will have a variable frequency drive (VFD). This replacement should reduce our power consumption considerably due to peak demand.

14. DECLARE MISCELLANEOUS ITEMS SURPLUS:

Operations and maintenance staff were asked to review equipment, materials and parts storage to identify items that are no longer functional or otherwise useful. Most of these items as reviewed with the Board, would be liquidated by option as per the District's property management policies.


Motion was made by Ryan Westergard seconded by Howard Burningham to declare the items surplus as presented. Motion carried unanimously with Trustees Hansen, Burningham, Davies, Harris, Preece, Horrocks and Westergard voting "aye".

15. NEXT MEETING SCHEDULED:


The next meeting has been scheduled for Thursday, 17 February 2022, 5:00 p.m.

16. DISMISSAL:

The Chair declared the meeting adjourned at 7:20 p.m.



Clerk



Vice-Chair, Board of Trustees