

**NORTH DAVIS SEWER DISTRICT**

**Minutes of Board Meeting held December 11, 2025**

Page | 1

Minutes of the specially scheduled Board Meeting held at the District offices located at 4252 West 2200 South, Syracuse, UT 84075, on Thursday, December 11, 2025. The board meeting was called to order at 6:07 p.m.

5:30-6:06 pm Closed Meeting- The character, professional competence, or physical or mental health of an individual.

MEMBERS PRESENT: Joy Petro, Board Chair; Lance Hamblin; Karece Thompson; Brian Vincent; Dane Searle; Sophie Paul; David Maughan; David Hatch, District Manager; Jennifer Christensen, Board Clerk. Scott Wiggill was excused.

ALSO, PRESENT WERE: Angela Lupcho, Administrative Services Director; Jason Stansfield, IT Director NDSD; Tyler Barfuss, Operations Manager NDSD; Jonas Reeder, Pretreatment Coordinator NDSD; Tyler Weaver, Lab Director NDSD; BJ Riggins, C&L Water Solutions: Attending via Zoom: Taylor Murri, NDSD Brian Lamar, NDSD, Shawn Bosen, NDSD, Trevor Creamer, NDSD, Dennis Byington, NDSD.

OPENING CEREMONY AND PLEDGE OF ALLEGIANCE- Girl Scout Troup 89

- Mayor Petro thanked Girl Scout Troup 89 for their wonderful presentation of the flag. The girls were given a round of applause.
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DECLARATION OF CONFLICTS OF INTEREST

- Board Chair Petro asked whether any board members had any potential conflicts of interest on any of the agenda items. None were disclosed.

APPROVAL OF MINUTES OF THE MEETING HELD November 13, 2025

- The minutes of the meeting held on November 13, 2025, were approved on motion by Mr. Thompson and seconded by Mr. Searle. All were in favor.

PUBLIC COMMENTS

- Board Chair Petro asked whether any member of the public would like to make a comment. No public comment was made.

PUBLIC HEARING- Pretreatment industrial program fee. Public hearing was opened by Mayor Maughan and seconded by Mr. Thompson. Closed hearing by motion from Mr. Thompson and seconded by Mayor Maughan. The Pretreatment industrial program fee was tabled until next Board Meeting all were in favor.

PUBLIC HEARING- Amend 2025 Budget. Public hearing was opened by Mayor Maughan and seconded by Mr. Hamblin. The budget was accepted and approved. Closed public hearing by motion from Mayor Vincent and seconded by Mr. Thompson.

PUBLIC HEARING- Adopt 2026 Budget. Public hearing was opened by Mayor Maughan and seconded by Mr. Hamblin. The 2026 budget was adopted. Closed public hearing by motion from Mayor Vincent and seconded by Mr. Hamblin.



**NORTH DAVIS SEWER DISTRICT**

**Minutes of Board Meeting held December 11, 2025**

Page | 2

**CONSIDERATION AND APPROVAL OF RESOLUTION 2025-13 “RESOLUTION REPEALING AND REPLACING THE NORTH DAVIS SEWER DISTRICT PRETREATMENT REGULATIONS”**

**Jonas Reeder-NDS**

- Most of the changes to the pretreatment regulations were grammatical and the change of basic wording of the regulations. These changes are changed to match the EPA wording in their regulations.
- Mr. Thomson motioned to approve Resolution 2025-13 repealing and replacing the NDSR pretreatment regulations and seconded by Mr. Hamblin. All were in favor.

**CONSIDERATION AND APPROVAL OF RESOLUTION 2025-14 “RESOLUTION ADOPTING AND INDUSTRIAL PRETREATMENT PROGRAM FEE SCHEDULE”**

**Jonas Reeder- NDS**

- The board has asked Mr. Reeder to follow up next month with more information from other Sewer Districts and their fee schedule for Pretreatment Industrial fees. They have also requested that they show them the impact of the fees and who is affected by the new fee schedule proposed.
- Mayor Maughan motioned the tabling of Resolution 2025-14 until January 2026 and seconded by Mr. Hamblin. All were in favor.

**CONSIDERATION AND APPROVAL OF RESOLUTION 2025-15 “RESOLUTION ADOPTING AND AMENDMENT TO THE BUDGET FOR THE REMAINDER OF THE 2025 BUDGET YEAR.”**

**Angela Lupcho-NDS**

- Our revenues have changed due to the UDOT construction that did not happen this year and will be moved to next year's budget. There was a reduction in water usage and with the increase in the user fee we estimated a little high and need to readjust that figure. There was also a reduction in salaries and benefits due to position being vacant and not filled. There are few smaller adjustments that were made to the year 2025.
- Mayor Maughan motioned to approve Resolution 2025-15 to amend the 2025 budget. and seconded by Mr. Hamblin. Roll call vote was taken: Dave Maughan – yes; Lance Hamblin – yes; Dane Searle – yes; Joy Petro – yes; Brian Vincent – yes; Karece Thompson - yes; Sophie Paul – yes; Voting was unanimous.

**CONSIDERATION AND APPROVAL OF RESOLUTION 2025-16 “RESOLUTION ADOPTING A BUDGET FOR THE 2026 BUDGET YEAR.”**

**Angela Lupcho-NDS**

- Some of the changes that were made to the budget from last meeting to this one are Building 15 HVAC repairs have been added. The controller needs to be replaced as well, and that replacement will be an additional \$2500.
- We have one budget line that we decided to split into two different line items. It was our unscheduled maintenance. One will be preventative maintenance, so we are able to keep annual maintenance and unscheduled maintenance separate.
- There is a line for the digester cleaning that is new to this budget. We had to adjust the outside lab cost due to some additional test that will need to be done for the year 2026. The Solar project was also modified to make changes to the landscaping and arc flash study were added.
- There is a grant that our tenant in Snowville can get that will replace two pivots. It is a 50% cost share option for the District.



**NORTH DAVIS SEWER DISTRICT**

**Minutes of Board Meeting held December 11, 2025**

Page | 3

- Mr. Hamblin motioned to approve Resolution 2025-16 to adopt and approve the 2026 budget year and seconded by Mayor Maughan. Roll call vote was taken: Dave Maughan – yes; Lance Hamblin – yes; Dane Searle – yes; Joy Petro – yes; Brian Vincent – yes; Karece Thompson - yes; Sophie Paul – yes; Voting was unanimous.

**CONSIDERATION OF APPROVAL OF RESOLUTION 2025-17 “RESOLUTION FIXING THE ANNUAL MEETING SCHEDULE OF THE BOARD OF TRUSTEES OF THE NORTH DAVIS SEWER DISTRICT FOR THE YEAR 2026.”**

**David Hatch- NDSD-**

- Board just made sure dates did not affect their prior engagements. There were no discrepancies and Mayor Maughan made a motion to approve Resolution 2025-17 fixing the meeting schedule of the Board of Trustees of the NDSD for the year 2026 and seconded by Mr. Thompson. All were in favor

**CONSIDERATION OF APPROVAL OF RESOLUTION 2025-18 “RESOLUTION REGARDING EMPLOYMENT CONTRACTS FOR THE DISTRICT MANAGEMENT STAFF.”**

**David Hatch- NDSD-**

- This item was tabled till after the meeting was completed to go into a second closed session to further clarify this resolution.
- Mayor Maughan made a motion to table this item until after the meeting and discuss it further in a closed session that will follow the meeting once it has been adjourned. Mr. Thompson seconded the motion. All were in favor.

**PRESENTATION 2026 WORK ORDER 1 CIPP AND MH REHAB**

**BJ Riggins C&L-**

- The manhole and rehabilitation of the pipeline from 1800 N – 1300 N will take place in the 2026 year. They will clean and video inspect approximately 3500' of 21" SS pipe. A liner will also be placed in the pipe.

**CONSIDERATION OF APPROVAL OF FRAUD RISK ASSESSMENT FOR 2025.**

**Angela Lupcho- NDSD**

- The annual fraud risk assessment score was the same. There were no major changes to the District and the score maintained the same level as last year.
- Mayor Maughan made a motion to approve the 2025 Fraud Risk Assessment, seconded by Mr. Thompson. All were in favor.

**PRESENTATION OF FAIRFIELD SEWER CMGC UPDATES**

**David Hatch- NDSD**

- 2330' of 20" FRP and 1040' of 24 FRP has been laid. There are 14 manholes. Crews preparing for the bridge encasement to be installed on December 17<sup>th</sup>. This includes setting bypass up over the ravine, preparing manholes on each end of the encasement, and prepping the crane pad.
- Crews are working on hillside restoration in both Weaver and Versa Property.

**MANAGER’S REVIEW**

**David Hatch District Manager, NDSD**

- Solar project- Solar panels are all commissioned. We are waiting for the agreement to back feed on to the system. Batteries should arrive on the 19<sup>th</sup>.
- Digester lid- Section of the skirt are being laid there are tack welds going in. Roof sections are being put on.



**NORTH DAVIS SEWER DISTRICT**

**Minutes of Board Meeting held December 11, 2025**

Page | 4

- MSGR is at 60% design. That review is on January 14<sup>th</sup>.

**BOARD CHAIR REVIEW**

**Board Chair Joy Petro-**

- Please put your holiday sweaters on and join us for the NDSD annual holiday party tomorrow night at the Davis Conference Center 6-9 pm.

**ADJOURNED**

- Moved by Mayor Maughan and seconded by Mr. Thompson to adjourn at 6:58 p.m. All were in favor.

6:59-8:07 Closed meeting- - The character, professional competence, or physical or mental health of an individual.

Approved



Clerk of Board

Date

1-8-26