

NORTH DAVIS SEWER DISTRICT
Minutes of Board Meeting held November 13, 2025
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Minutes of the specially scheduled Board Meeting held at the District offices located at 4252 West 2200 South, Syracuse, UT 84075, on Thursday, November 13, 2025. The board meeting was called to order at 6:00 p.m.

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

ALSO, PRESENT WERE: Angela Lupcho, Administrative Services Director; Jason Stansfield, IT Director NDSD; Tyler Barfuss, Operations Manager NDSD; Myron Bachman, Plant Superintendent NDSD; Garrett Colwell, Safety Coordinator NDSD; Jonas Reeder, Pretreatment Coordinator NDSD; Tyler Weaver, Lab Director NDSD; Attending via Zoom: Taylor Byrum, NDSD Brian Lamar, NDSD, Shawn Bosen, NDSD.

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 Mayor Vincent and seconded by Mr. Hamblin. 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.

6:06 pm Karece Thompson arrived.

APPROVAL OF ADJUSTMENT OF COMMON BOUNDARY BETWEEN CENTRAL WEBER SEWER IMPROVEMENT DISTRICT AND NORTH DAVIS SEWER DISTRICT

David Hatch, District Manager, NDSD

- The resolution passed at Central Weber last month.
- The Adjustment of the common boundary between CWSID and NDSD were approved on motion by Mayor Wiggill and seconded by Mr. Thompson. All were in favor.

APPROVAL OF SOLAR BATTERY AND INTEGRATION CHANGE ORDER

Myron Bachman, NDSD-

- Level 1 study was not sufficient for the size of our system; we had to change it to Level 3. The cost increase comes from the relays that we must install to get the power back to Rocky Mountain Power in a safe manner.
- The battery has been modified so we did not get charged a tariff for the large battery.
- Mr. Thompson motioned to approve Solar Batter and Integration Change Order; and seconded by Mr. Searle. 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; Scott Wiggill – yes; Voting was unanimous.



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APPROVAL OF RESOLUTION 2025-11 “RESOLUTION AMENDING SECTION FIVE OF THE NORTH DAVIS SEWER DISTRICT EMPLOYEES’ HANDBOOK”

Angela Lupcho-NDSD

- There are two changes to this section, the words up to have been added to the HSA portion of the handbook.
- The second change is that new employees will automatically be enrolled into the program where they add 5% of their pay to their saving plan for retirement. They can opt out of this option.
- Mayor Wiggill motion to approve Resolution 2025-11 amending section five of the NDSD employee handbook and seconded by Mr. Thompson. All were in favor.

CONSIDERATION AND APPROVAL OF ADJUSTMENT TO ASSET CAPITALIZATION THRESHOLD

Angela Lupcho- NDSD

- Currently we have a capitalization threshold of \$2,500.00 and best practice for GFOA is \$5,000.00 minimum. The District would like to have one threshold for less than 20-year life be \$5,000.00 and assets greater than 20 years would have a minimum of \$30,000.
- Mr. Thompson motioned to approve the adjustment to asset capitalization threshold, seconded by Mr. Hamblin. All were in favor.
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PRESENTATION AND APPROVAL OF THIRD QUARTER 2025 FINANCIAL REPORT

Angela Lupcho- NDSD

- The operating fund is \$3,880,326 this is 6%. Our PTIF account is \$19,383,385, that is 20% this account can be used for construction and maintenance of the District. Then we have \$44,824,747 or 60-66% in investments.
- The user fees are 74% and we plan to get another 15% in property taxes. We will not see those until December.
- Mr. Hamblin motioned to approve the Third Quarter 2025 Financial Report; 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; Scott Wiggill – yes; Voting was unanimous.

PRESENTATION AND APPROVAL OF PRELIMINARY 2026 BUDGET

Angela Lupcho-NDSD

- Total budget revenues for 2026 are \$44,739,260. That will include \$5,210,000 from UDOT reimbursement. \$470,000 in rental property. The estimate for impact fees is \$3.1 million; we are also estimating user fees for the year to be \$24,730,000 and that will be the first whole year with an increase in service price.
- The interest for this upcoming year will be lower due to the lower rate of the government. It should come in at about \$2.6 million. Total salaries and benefits are \$6,113,500. With everything mentioned we are at \$11,765,665. Board members wanted clarification on the difference in what is budgeted and what it spent. Angela explained that we have gone off the number from previous years and then add in the inflation cost.
- Mr. Thompson motioned to approve the preliminary 2026 budget; and seconded by Mrs. Paul. 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; Scott Wiggill – yes; Voting was unanimous.



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SET PUBLIC HEARING DATE FOR AMENDING 2025 BUDGET AND ADOPTING 2026 FINAL BUDGET FOR DECEMBER 11, 2025, AT 6:00PM

- Mayor Maughan motioned to approve the public hearing for amending the 2025 budget and adopting 2026 final budget for December 11, 2025, at 6 pm and seconded by Mayor Vincent. All were in favor.

PRESENTATION FAIRFIELD SEWER CMGC UPDATE

David Hatch, NDSD-

- First of December, they want to fly in the pipe for the project before the weather changes. The invitation is there is you want to come watch the pipe fly in. They have laid in 2330' of 20" FRP and 800' of 24" FRP with 13 manholes in place.

MANAGER'S REVIEW

David Hatch District Manager, NDSD

- Solar project- Solar panels are starting to commission the inverters. The battery arrival is projected in December.
- Digester lid- They are pouring the ballast blocks and erecting the steel on the first of December.
- Administration Expansion-Is in the final check of stage. There are a few minor things that need to be looked at but are to the end.
- MSGR- Just had the 30% design review.
- UPDES being negotiated and the District received the waste load allocation from DWQ. The limits they have sent are not in our favor. We had to push back to the State level for better levels. If they keep these limits that would cause us to dechlorinate the water and that could be between \$3-5 million in capital project and \$400k annually in chemical. We should hear a response from them in the next three months.
- The emergency roof repair on the Administration Building bid came in at \$58,000.
- December 12th is the NDSD Christmas party at the Davis Conference Center. It is a wonderful time to get together and enjoy the holiday season.

BOARD CHAIR REVIEW

Board Chair Joy Petro-

- Grateful to all of the managers that worked on the budget and made it as easy as possible for us to help you approve the funding for the District.

ADJOURNED

- Moved by Mayor Maughan and seconded by Mr. Hamblin to adjourn at 8:50 p.m. All were in favor.

Approved _____
Clerk of Board _____
Date _____

