

**NORTH DAVIS SEWER DISTRICT**  
**Minutes of Board Meeting held July 10, 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, July 10, 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; Sophie Paul; David Hatch, District Manager; Jennifer Christensen, Board Clerk. Scott Wiggill was excused. Attended Electronically; Dave Maughan, NDSD Board.

**ALSO, PRESENT WERE:** Angela Lupcho, Administrative Services Director; Myron Bachman NDSD; Nefi Garcia, Cell Tower; Tyler Barfuss, Operations Manager NDSD; Tyler Weaver, Lab Director NDSD; BJ Riggins, C&L Water: Attending via Zoom: Tyler Murri, 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 June 12, 2025 & June 25, 2025**

- The minutes of the meeting held June 12, 2025 & June 25, 2025, were approved on motion by Mr. Searle 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.

6:01 pm Karece Thompson arrived

6:09 pm Dave Maughan added via Zoom

**CELL TOWER PLACEMENT UPDATE**

**Nefi Garcia-**

- Spot was agreed upon; however, Davis County came back and said the tower was too close to the street and needed to be moved back. New location will have access from private road. The pad will be 50x50.
- Questions were asked about proximity to the house. Nefi was able to answer the question, and the Board was happy with answers. Tower will be owned by Maverick Towers. There will be compensation to NDSD for the tower to be on our property. Carriers will not be added until the tower is in the final stages.

**AWARD CONTRACT FOR RE-ROOFING OF BUILDING #2**

**Myron Bachman, NDSD-**

- Budget number was \$40,000 building has two levels contractor only bid one half of the level. It doesn't make sense to budget for only one level when both levels are failing. Clark's Roofing came in with the best bid for both levels.
- This will go over budget of about \$18,000 but this roof protects some of our most expensive machines and cannot be patched again. Later, we may have to amend the budget for the additional costs.



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- Mayor Vincent motioned to approve Award Contract for Re-Roofing Building #2 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.

**CMGC 2025 WO1 LINING UPDATE**

**Mr. BJ Riggins C&L Water Solutions Azuria –**

- Project is progressing on time. Last liner was installed on June 26<sup>th</sup> and finished on the 27<sup>th</sup>. CFEP portion was completed about 3 weeks early from given schedule. Manholes are ahead of schedule barrel sections are done and 5 or 6 bases are left to complete. Scheduled completion of project is in September, but it is looking to be finished by mid-August.

**CMGC FAIRFIELD ROAD SEWER REPLACEMENT UPDATE**

**David Hatch- District Manager, NDSD-**

- Currently 1432' of 20" FRP 200' of 24" FRP and 7 manholes. They are at the intersection of Gordon and Fairfield; they are trying to get this section finished before school starts. There have been a few complaints about traffic control, but we are working to get those taken care of.

**AWARD HAFB RATE CONTRACT UPDATE**

**David Hatch- District Manager, NDSD-**

- Board was notified of this contract update last month. The terms are a tied approach. This helps the District to absorb some of the growth on the base and recoup some of that cost to the system. It allows ownership of the meters. The base will own the meter with the District supervising the meter and checking them often.

**AWARD CONTRACT FOR DESIGN-BUILD MSGR SKYLINE ELECTRIC**

**David Hatch- District Manager, NDSD-**

- Skyline is the preferred vendor for the project. We negotiated 1.1 million which is under budget. This is to design the MSGR switch gear. This is a long wait time item. This amount is for design only. In October we will get the amount for the gear to add to the 2026 budget year.
- Mr. Hamblin motioned to approve Award Contract for Design/build MSGR to Skyline Electric and seconded by Mr. Thompson. 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.

**MANAGER'S REVIEW**

**David Hatch District Manager, NDSD-**

- Solar panel ballast is going in and concrete will be poured. Battery submittals are still in process.
- HVAC in Administration building is still an ongoing issue. They hope to start the system up on Monday.
- Administration expansion is going well. Recently the steel beam and trusses were installed, and progress is ongoing.
- We are trying to keep as many projects in-house as possible. We have over 11 projects that, by hiring great employees, are paying dividends back to the District. This helps to keep costs lower and ownership of projects. The collection department and the maintenance department were able to band together and lay all the asphalt that normally would need to be bid out.
- Just a reminder of WEFTEC to the Board and who is interested in going. The conference is in Chicago. August 1<sup>st</sup> is the deadline for going.



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**BOARD CHAIR REVIEW**

**Board Chair Joy Petro-**

- No updates, Appreciation of board and employee's hard work.

**CLOSED SESSION**

- Moved by Ms. Paul and seconded by Mr. Thompson to go into a closed meeting at 6:27 p.m. All were in favor.
- Moved by Mr. Thompson and seconded by Mr. Hamblin to end the closed meeting at 7:24 p.m. All were in favor.

7:30pm Open meeting

**CONTINUED BOARD CHAIR REVIEW**

**Board Chair Joy Petro-**

- September 8<sup>th</sup> at 6pm Board members would like to do a team-building activity. Suggestions for activities were made. Activity is TBD until next month.

**ADJOURNED**

- Moved by Mr. Thompson and seconded by Mr. Hamblin to adjourn at 7:34 p.m. All were in favor.

Approved \_\_\_\_\_  
Clerk of Board \_\_\_\_\_  
Date \_\_\_\_\_

