

NORTH DAVIS SEWER DISTRICT
Minutes of Board Meeting held July 13, 2023

Minutes of the regularly scheduled Board Meeting held at the District offices located at 4252 West 2200 South, Syracuse, UT 84075 on Thursday, July 13, 2023 scheduled for 6:00 p.m.

MEMBERS PRESENT: Joe Paul, Vice Chairman; Kent Bush, Treasurer; Dave Maughan; Brian Vincent; Howard Madsen; Lance Hamblin; David Hatch, District Manager; Angela Lupcho, Clerk. Joy Petro and Anna Stanton were excused. Joe Paul served as acting Board Chair pro tempore due to Joy Petro's absence.

ALSO PRESENT WERE: Myron Bachman, Plant Superintendent; Steve Lamb, Collection System Superintendent; Jason Stansfield, Network Administrator; Jonas Reeder, Pretreatment Coordinator; Darren Lowe, Jacobs Engineering; Mark Mudrow, Warehouse Technician.

DECLARATION OF CONFLICTS OF INTEREST

- Vice Chairman Paul asked whether any board members had any potential conflicts of interest on any of the agenda items. None were disclosed.

MINUTES OF THE MEETING HELD JUNE 8, 2023

- Minutes of the meeting held June 8, 2023 were approved on motion by Mr. Bush and seconded by Mr. Hamblin. All were in favor.

MINUTES OF THE MEETING HELD JUNE 16, 2023

- Minutes of the meeting held June 16, 2023 were approved on motion by Mayor Maughan and seconded by Mayor Madsen. All were in favor.

SERVICE AWARDS

- Tyler Weaver was unable to attend the meeting but was recognized for 15 years of service to the District and will receive a certificate, pin and a check.
- Mark Mudrow was recognized for 15 years of service to the District and was presented with a certificate, pin and a check.

PRESENTATION OF THE 2022 AUDITED ANNUAL FINANCIAL REPORT

Mr. Jeff Ambrose, Christensen, Palmer & Ambrose—

- Mr. Ambrose expressed his appreciation for the cooperation of Ms. Lupcho and the management of the District. Ms. Lupcho prepares the financial report for the District which Mr. Ambrose commented that not many of his clients do due to lack of time or expertise. The District received an unmodified opinion as presented in the Independent Auditors' Report. The report was fairly stated in all material aspects. A clean report was also received for internal control with no instances of non-compliance. The auditors did not change the scope of the audit and had no disagreements with management.

PRESENTATION AND APPROVAL OF CONTINUING BOND DISCLOSURE DOCUMENTS

Ms. Angela Lupcho –

- The Continuing Disclosures document is presented as of December 31, 2022 and fulfills requirements of the SEC to notify bondholders and investors of current financial information for the District. It reports outstanding bonds and the debt service schedule for each bond. It also includes information on overlapping general obligation debt, property taxes and a financial summary for the last five years. Appendix A includes a copy of the audited financial statements.
- Moved by Mayor Maughan and seconded by Mr. Bush to approve the Continuing Bond Disclosure documents. All were in favor.



ENGINEERING AND CONSTRUCTION UPDATE, PLANT DISCHARGE RELOCATION - JACOBS ENGINEERING

Mr. Darren Lowe -

- **Pipeline Project:**
Progress is at 90.6% completion. The contractor is about to cross Antelope Drive. It should take 1-2 weeks to cross.
- **Pump Station Project:**
Dewatering is ongoing. Hydrostatic testing passed. The intake apron is formed and poured. The electrical work is picking up.

MANAGER'S REVIEW

Mr. David Hatch-

- Collections Project updates:
 - 3200 West Replacement Project: Pot holing is beginning. Uncovered conflicts will be discussed on Monday.
 - Manhole Rehabilitation: Paving is being done.
 - Lining: CMGC work Task Order 1 has the Impreg liner being pulled in. Task Order 2 work has not started. Task Order 3 work will be presented for approval next month to include work for the West Davis Corridor product.
- In the Plant, an electrical duct bank near the secondary clarifiers was settling. Several conduit were severed by the settling. Plant employees repaired electrical components and poured concrete.
- A legal review of the employee handbook is underway and will be presented next month.
- Mr. Hatch and Ms. Lupcho met with Stifel to discuss bonds and the financial model was discussed. It was suggested that a revenue bond may be necessary. The contractor is going to provide updated estimates for Lining 11 project. A parameter resolution needs to be presented for approval in September to make funds available by 2024. Mr. Hatch asked whether the board members were interested in reviewing the financial model. All agreed yes.
- The District's Lagoon day for employees, board members and their immediate families is scheduled for July 29th. Dinner will be provided.
- WEFTEC is scheduled for 10/2-10/4 in Chicago. Early registration discounts are available through July 14. Please let Mr. Hatch know by tomorrow morning if board members plan to attend.

BOARD CHAIR REVIEW

- Vice Chairman Paul expressed how grateful he is for all the work being done at the District.

ADJOURNED

Moved by Mr. Bush and seconded by Mayor Maughan to adjourn at 6:35 p.m. All were in favor.

Approved Angela Lupcho 8/11/23
Clerk of Board Date

