

NORTH DAVIS SEWER DISTRICT
Minutes of Board Meeting held April 11, 2024

Minutes of the regularly scheduled Board Meeting held at the District offices located at 4252 West 2200 South, Syracuse, UT 84075 on Thursday, April 11, 2024. Meeting was called to order at 6:00 p.m.

MEMBERS PRESENT: Joe Paul, Chairman; Dave Maughan, Vice Chairman; Brian Vincent, Treasurer; Joy Petro; Lance Hamblin; Dane Searle; Howard Madsen; Karece Thompson; David Hatch, District Manager; Angela Lupcho, Clerk.

ALSO PRESENT WERE: Tyler Barfuss, Collections Superintendent; Jason Stansfield, Network Administrator; Adam Long, Legal from Smith Hartvigsen; Peter Gessel, Legal from Smith Hartvigsen; Darren Lowe, Jacobs Engineering; Lynn Jorgensen, Whitaker Construction; Tyler Weaver, Lab Director attended remotely via Zoom.

DECLARATION OF CONFLICTS OF INTEREST

- Chairman Paul asked whether any board members had any potential conflicts of interest on any of the agenda items. Brian Vincent disclosed that he had a conflict of interest with the item for the update of MOU between West Point and North Davis Sewer District. Chairman Paul noted the conflict and allowed discussion and voting.

MINUTES OF THE MEETING HELD MARCH 14, 2024

- Minutes of the meeting held March 14, 2024, were approved on motion by Mayor Maughan and seconded by Mayor Madsen. All were in favor.

PUBLIC COMMENTS

- Chairman Paul asked whether any member of the public would like to make comment. No public comment was made.

ENGINEERING AND CONSTRUCTION UPDATE, JACOBS ENGINEERING

Mr. Darren Lowe–

- **Pipeline Project:**
Project is currently 99% complete. The outfall structure now has a lid. Final connection to pump station. The water levels at the Great Salt Lake are still at optimal level, no trench is needed currently.
- **Pump Station Project:**
The Pump station is getting closer to completion. Mason concrete veneer is done. An acid wash and cleaning will be next. Junction box one is complete, junction box two is 90% complete. Roof installation 90% complete, adding walkways. HVAC is 90% complete. They are projecting completion at end of July, then commission in August.
- **Hill Field Road Project:**
The project is progressing in a timely manner. Nine manholes installed to date. A little over 1600 feet of pipe is now in place. The Contractor is finishing up on Gordan Avenue.
- **Biosolids Pilot Study:**
Dave Parry, Subject Matter Expert: There is bacteria when placed in certain condition, excretes enzyme that breaks down cellulose, wood, and paper. This will produce more fuel, less biosolids.

Mr. Karece Thompson Arrived at 6:08 pm



CONSIDERATION OF APPROVAL OF CMGC 2024 WORK ORDER 1 MANHOLE REHAB AND
WORK ORDER 2 FAIRFIELD PRECONSTRUCTION SERVICES

Mr. Lynn Jorgenson-

WO1 CMGC Manhole Rehabilitation:

- Pull flat lid covers that are in use now to be replaced with full depth ring and cover. This will prevent the damage that occurs from snowplows during the winter season. There was discussion about the longevity of the full depth ring and cover verses the Armorock lining manholes. It was decided to keep the scope as presented.

WO2 Fairfield Preconstruction Services:

- Working with Jacobs to design a better layout for the Fairfield area. Try to establish a 30, 60, and 90% design cost to establish the budget for the project.
- Moved by Mayor Maughan to approve CMGC 2024 Work Order 1 – CIPP and MH Rehab & Work Order 2- Fairfield. It was seconded by Chairman Paul and roll call vote was taken: Joy Petro – yes; Joe Paul – yes; Dave Maughan – yes; Brian Vincent – yes; Lance Hamblin – yes; Dane Searle – yes; Karece Thompson- yes; Howard Madsen- yes. Voting was unanimous.

CONSIDERATION OF APPROVAL OF RESOLUTION 2024-06

Mr. David Hatch-

- MWPP municipal wastewater planning program is done annually by the Department of Water Quality. This program is used to plan and keep the board updated on violations, overflows and the plant is fiscally responsible. There has been no plant or collection violations during 2023.
- Moved by Mayor Maughan to approve Resolution 2024-06 and seconded by Mr. Thompson. All were in favor.

CONSIDERATION OF APPROVAL OF SELECTING PETER GESSEL AS LEAD LEGAL COUNSEL
FROM SMITH HARTVIGSEN

Mr. David Hatch -

- Chairman Paul recognized Peter Gessel & Adam Long with Smith Hartvigsen in attendance. A mutual interview was previously completed to determine which attorneys from the firm would represent the District. Peter Gessel gave a brief introduction. Adam Long will help to support Peter Gessel in representing the legal services for NDS.
- Moved by Mayor Maughan to approve the selection of Peter Gessel of Smith Hartvigsen Firm and seconded by Mr. Hamblin. All were in favor.

DAVIS SCHOOL DISTRICT FIELD TRIP PROGRAM

Mr. David Hatch-

- South Davis Sewer District cannot continue with the field trip program during their construction project, and the Davis School District wants another sewer district to tour as part of their field trip program. It was asked if NDS would be willing to consider the opportunity. After some discussion about the shared costs of participating in the program, the Board tabled the item and requested more information.
- Moved by Mayor Petro to table the Davis School District Field Trip Program until the next meeting seconded by Mayor Madsen. All were in favor.



CONSIDERATION OF APPROVAL OF ADMINISTRATIVE SERVICES DIRECTOR POSITION

Mr. David Hatch -

- This is a continuation of the last board meeting on the Administrative Services Director position which would oversee Finance, Human Resources, and Purchasing for the District, where admin HR and the warehouse would report to Ms. Angela Lupcho.
- The current position is at a wage grade 15. The new position will be at wage grade of 17 which is the median for this position. This position will create streamlined buying power for the district and not just individual departments.
- It was moved by Mr. Hamblin to accept the wage scale and organization chart for the Administrative Services Director. It was seconded by Mr. Thompson. Chairman Paul requested a roll call: Joy Petro – yes; Joe Paul – yes; Dave Maughan – yes; Brian Vincent – yes; Lance Hamblin – yes; Dane Searle – yes; Karece Thompson- yes; Howard Madsen- yes. Voting was unanimous.

CONSIDERATION OF APPROVAL OF UPDATE OF MOU BETWEEN WEST POINT AND NORTH DAVIS SEWER DISTRICT

Mr. David Hatch-

- The original MOU stated that a preferred contractor be used to construct the new pipeline and the District would later take ownership of the pipeline. No preferred contractor submitted a bid for the project and West Point was under a deadline to use Federal funds for the project and went with a non-preferred contractor. NDS/ West Point would still like to create a path that allows the District to take over ownership of the trunk line.
- The update to the MOU would add a two-year waiting period after completion of the project before the District takes ownership. Testing of the pipeline would be done to determine if the pipeline would be acceptable to the District. The District would not take ownership of the lift stations.
- There is no prior work history between RJT and NDS, the District would like to use the waiting period to mitigate any risk to the District. It is designed with Hobas pipe and polymer concrete manholes which is in accordance with District standards.
- It was moved by Mr. Thompson to approve the updated West Point MOU and was seconded by Mayor Petro. All were in favor.

MANAGER'S REVIEW

Mr. David Hatch –

- CMGC 3000 W Slip line update: Dewatering is still ongoing. They are cleaning the existing pipe due to the amount of grit built up.
- Angela Lupcho has been elected to serve on the UGFOA board on the presidential track. She will serve a 5-year commitment with them. Congratulations on the opportunity.
- WEAU is scheduled for April 24th to 26th. Shirts for the event have arrived. The agenda is there for those attending the Conference. The Operator Challenge competition starts at 8:00 a.m. on Wednesday, April 24. This is the first year ever where Lab, Collection, Operation, Maintenance employee is represented on the team.

BOARD CHAIR'S REVIEW

- Chairman Paul expressed appreciation for the attendance of the newly appointed legal counsel, and the continued efforts that go into keeping the plant running with such efficiency.
- Mayor Vincent expanded on the West Point MOU project. This project is about \$25 million dollars, funds are coming from ARPA which is a program through Davis County. 60 homes in the



area are established. The City is on a deadline to complete all work by 2026. The first phase will include 17 homes that connect to the trunk line. Due to the 300-foot rule requiring homes close enough to a sewer system to connect, West Point may include 46 more homes in that area. The citizens are struggling with the large costs to connect to the new system. The City of West Point has waived its impact fees to help subsidize the financial impact to users and would like the District to consider waiving their impact fees. Chairman Paul requested that the issue be placed on the agenda for May board meeting.

ADJOURNED

Moved by Mayor Vincent and seconded by Mr. Thompson to adjourn at 7:05 p.m. All were in favor.

Approved Angela Fuchs 5/9/2024
Clerk of Board Date

