

NORTH DAVIS SEWER DISTRICT
Minutes of Board Meeting held June 13, 2024

Minutes of the regularly scheduled Board Meeting held at the District offices located at 4252 West 2200 South, Syracuse, UT 84075 on Thursday, June 13, 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; Karece Thompson; David Hatch, District Manager; Angela Lupcho, Clerk.

ALSO PRESENT WERE: Tyler Barfuss, Collections Superintendent; Jason Stansfield, Network Administrator; Myron Bachman, Plant Superintendent; Tyler Weaver, Lab Director; Peter Gessel, Legal from Smith Hartvigsen; Darrell Child, Olympus Insurance; Sage Thorpe, Whitaker Construction; Cord Skeen, Whitaker Construction; Participated via Zoom: Kerry Lee, NDS; Brian Lamar, NDS.

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 item 6 on the agenda pertaining to the request to waive impact fees for West Point City. Chairman Paul noted the conflict and allowed discussion and voting.

MINUTES OF THE MEETING HELD MAY 9, 2024

- Minutes of the meeting held May 9, 2024, were approved on motion by Mayor Maughan and seconded by Mr. Hamblin. 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.

SERVICE AWARD

- Tom Cramer was recognized for 20 years of service with a check, pin and certificate.

AWARD CONTRACT FOR RENEWAL OF PROPERTY, LIABILITY, AND CYBER SECURITY INSURANCE

Darrell Child, Olympus Insurance-

- The District's yearly evaluation of risk, assets, and property was completed and the results were sent to underwriters. Based on an evaluation of the underwriters, new underwriters were needed, which triggered a rigorous bid process.
- Received bids from multiple high-quality providers. Munich RE was the best bid. Munich RE has over 20 years of service in specialty insurance.
- The District has begun utilizing telematics and Olympus Insurance is working with the underwriters to see if District qualifies for any related credits. These credits will be applied to the final invoice.
- The District has adopted a robust cyber-liability defense profile that has caused a very competitive renewal process.
- Summary, coverage and limits are in the proposal. Olympus Insurance gave the recommendation that Munich RE is the best option for Insurance.
- Moved by Mayor Maughan to approve contract for renewal of property, liability, and cyber security. It was seconded by Mayor Petro and roll call vote was taken: Joy Petro – yes; Joe Paul – yes; Dave Maughan – yes; Brian Vincent – yes; Lance Hamblin – yes; Dane Searle – yes. Voting was unanimous.



Karece Thompson arrived at 6:13pm

CONSIDERATION OF REQUEST TO WAIVE IMPACT FEES FOR SEPTIC SYSTEM HOMES IN WEST POINT CITY AND UPDATE MOU

Mr. Peter Gessel, Legal from Smith Hartvigsen-

- Impact fees cannot be assessed to existing homes. The code reads that impact fees are assessed on new development and not existing homes.
- Mayor Maughan appreciated the consistency and protection of District in the opinion given by the attorneys.
- Motion to approve the updated MOU with West Point City was made by Mayor Maughan and seconded by Mr. Searle. All were in favor with Mr. Thompson abstaining from voting due to missing some of the discussion.

3000 WEST SLIP LINE UPDATE

Mr. Sage Thorpe, Whitaker Construction-

- 960 lineal feet of pipe installed from insertion pit to SY01025. Asphalt restoration of 2700 S and 3000 W to be completed by Friday, June 14th.
- Cleaning of existing line has been completed and ready for installation of remaining pipe.
- Brought on additional crew to expedite cleaning, excavating, and connecting laterals, and building bulkheads. Original completion date was scheduled for July 1, 2024. Currently tracking to complete by the third week in July. Current progress has given us additional confidence to improve updated schedule.
- Project challenges- Cleaning existing pipe from Insertion Pit 1 to SY01025, large debris and object found in pipe resulted in the loss of two sewer plugs, reversing progress of cleaning, high velocity of flows from 36" sewer line on 2700 S caused majority of debris and silt to build up at the end of the 72" line creating delays in cleaning of existing pipe, redesign of bypass system and discharge point to mitigate backflows to complete cleaning of 72" line.
- Sewer backup of 4 homes located on 2700 West. Restoration at 3 of the 4 homes is scheduled to be completed by Friday, June 14, 2024. The remaining home will be completed the next week when the homeowner returns from vacation. Homeowners are pleased with communication.
- Whitaker Construction has documented lesson learned and is working to improve our bypass setup and operating procedures and pump watch documentation to be implemented of future projects with NDS.
- Using the open cut method for the bypass created a cost saving for the district.
- Xylem and Kodiak are subcontractors of Whitaker Construction that were working on area of back up. They were not able to get the backup pumps operating in time to prevent backup to the homes that were damaged. Whitaker Construction has changed how often the inspection of pumps happens to prevent this from happening again.
- Lance Hamblin mentioned there is some concern from a few homeowners that have a lingering smell is still in the home and is too nice to complain about the lingering smell.
- Completion is scheduled for July 20, 2024.



ENGINEERING AND CONSTRUCTION UPDATE, JACOBS ENGINEERING

Mr. David Hatch, NDS-

- **Pipeline Project:**
Project is currently 99% complete. Fence and rip-rap installed (boulders that protect from erosion). Minor punch list items to be addressed. Submitted letter to state to remove channel from the project plan based on lake levels.
- **Pump Station Project:**
Mason concrete veneer is done. Electrical 90% complete, testing and programming continues. Rood installation completed. HVAC is completed. Plumbing is 95% completed. Slide testing passed this month. Exterior grading 90% complete. Commissioning will occur over the next six weeks. Bypass was opened to test functionality. NDS will track the amount of phosphorus and adhere to the loading limit in Farmington Bay if discharge needs to be routed there. Electrical is not done currently and not able to connect pumps to test at this time. The District is ready to sample on 1st discharge. Open house is projected for the end of August.
- **Hill Field Road Project:**
The project is progressing in a timely manner. Twelve manholes installed to date. Approximately 2900 feet of pipe is now in place. Work on Gordon Ave and 400 W. is complete. Contractor setting up Hill Field Road with bypass piping and traffic control. Approximately 50% complete, construction is on schedule
- **Fairfield Rd Engineer Update:**
60% design in progress. Survey work nearing completion. Geotech work under contract. Delivery scheduled for mid-July. CMGC will help to optimize mitigation of difficult areas.

AWARD OF 1800 N BETTERMENT FOR UDOT 2025

Mr. David Hatch, NDS-

- UDOT is widening 1800 N and the District would like to take advantage of this and use the contractor for betterments.
- The projected amount for this process is \$587,663 which is higher than the \$515,000 that was projected in the financial model due to higher construction costs.
- This project would be for the fiscal year 2025. By signing the contract, we are committing to funding the 2025 budget.
- Mr. Hatch is asking for the ability to approve up to \$737,663.
- UDOT wants to move fast hoping to have the agreement tomorrow with a three-day turnaround from when the bid is received. There was discussion of the percentage from 30% down to 20%.
- Moved by Mayor Petro to award the 1800 N betterment as presented with up to 20% of contingency and a call to Board Chair. It was seconded by Mayor Vincent 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. Voting was unanimous.

AWARD OF CONTRACT FOR ADMINISTRATION BUILDING EXPANSION

Mr. David Hatch, NDS-

- There were 4 bids received for the expansion of the Administration building. Achieve Contracting was presented with the lowest bid at \$308,777.06. Their references were all positive and they will have a payment and performance bond. The budget for the project is \$380,000. Construction would begin within 180 days and notice to proceed will be sent after board approval and contractor sends requested docs.



- It was moved by Mayor Maughan to award Achieve Contracting the contract for administration building expansion. Seconded by Lance Hamblin 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. Voting was unanimous.

CONSIDERATION OF APPROVAL OF RESOLUTION NO. 2024-07, “A RESOLUTION OF THE NORTH DAVIS SEWER DISTRICT ADOPTING AND CERTIFYING A TAX RATE TO THE DAVIS COUNTY CLERK AUDITOR AND TO THE WEBER COUNTY CLERK- AUDITOR FOR THE 2024 TAXABLE YEAR”

Ms. Angela Lupcho, NDSD-

- Certify annual property tax rate. There is a debt portion of the tax rate of 0.000126 and the O&M portion is 0.000323 for a total of 0.000449. Revenues for Davis County total \$8,067,238 and for Weber County total \$1,394,289.
- Moved by Mr. Hamblin to adopt Resolution No. 2024-07. It was seconded by Mr. Searle 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. Voting was unanimous.

CONSIDERATION OF APPROVAL OF RESOLUTION NO. 2024-08, “A RESOLUTION ADOPTING AN AMENDMENT TO THE BUDGET FOR THE REMAINDER OF THE 2024 BUDGET YEAR”

Ms. Angela Lupcho, NDSD-

- Adjustments in the budget are as follows: certified tax rate growth, updated estimates in impact fees and interest income. Addition of the Davis Goes Green program, increase in district insurance, revenue bond issuance expense, property demo estimate, additional expenses in tractor and truck budget, appraisal fees, premium on bonds, and easements coming in higher than expected.
- There are changes to the URS Tier 2 Hybrid System as of 7/1/2024 that will affect the member contribution amount. The District has asked that there be an update to the budget that would help to offset this issue by contributing 0.7% to a 401(k) for the affected employees.
- It was moved by Mr. Thompson to adopt Resolution No. 2024-08 with a thorough explanation for employees affected by URS Tier 2 changes. Seconded by Mr. Hamblin 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. Voting was unanimous.

MANAGER’S REVIEW

Mr. David Hatch -

- An open house needs to be scheduled for the pumpstation. Wednesday works for our employees because of overlapping schedules. After some discussion, the open house will be scheduled for August 21, 2024, at 12:00 p.m.
- The Lagoon Summer Party is scheduled for June 22, 2024. Dinner is at 6:00 p.m. at the Bridger Pavilion.
- The meeting for the Davis Goes Green program with School Districts representatives to determine the curriculum to be taught to the students as they tour the District was discussed. June 20, 2024 was selected as the meeting date. Mr. Searle indicated he would be available to attend.
- A work meeting to go over the financial model will follow the regular board meeting in July.



ADJOURNED

Moved by Mayor Petro and seconded by Mr. Thompson to adjourn at 7:25 p.m. All were in favor.

Approved Angela Luscho 7/10/2024
Clerk of Board Date



