

NORTH DAVIS SEWER DISTRICT
Minutes of Board Meeting held January 12, 2023

Minutes of the regularly scheduled Board Meeting held at the District offices located at 4252 West 2200 South, Syracuse, UT 84075 on Thursday, January 12, 2023 scheduled for 6:00 p.m.

MEMBERS PRESENT: Joy Petro, Board Chair; Joe Paul, Vice Chairman; Kent Bush, Treasurer; Anna Stanton; Dave Maughan; Brian Vincent; David Hatch, District Manager; Angela Lupcho, Clerk. Howard Madsen was excused.

ALSO PRESENT WERE: Myron Bachman, Plant Superintendent; Steve Lamb, Collection System Superintendent; Jason Stansfield, Network Administrator; Jonas Reeder, Pretreatment Coordinator; Tyler Weaver, Laboratory Director; Mitch Dabling, Jacobs Engineering; Matt Dugdale, Stifel Public Finance. Matt Millis, CapEx Planning attended electronically via Zoom.

Board Chair Petro recognized Mayor Pro Tem Scott Wiggill from Sunset City attending in place of Howard Madsen while he is absent with a reminder that legally he can voice his opinion on matters but will not be able to vote without being a sworn in member of the Board of Trustees.

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 mentioned.

MINUTES OF THE MEETING HELD DECEMBER 8, 2022

- Minutes of the meeting held December 8, 2022 were approved on motion by Mr. Bush and seconded by Mayor Maughan. All were in favor.

PUBLIC HEARING – ADOPTION OF IMPACT FEE FACILITIES PLAN AND IMPACT FEE ANALYSIS

- Board Chair Petro invited Mr. Matt Millis to give an update on the Impact Fee Analysis from the last meeting. After the last hearing, Mr. Millis refigured the table to make a well rounded fee to make the table in the Impact Fee Analysis more explainable to the customer and easier for the cities to implement. Noticing documents were posted as required by the Impact Fee Act for 14 days. The Board can adopt the impact fee as is, table or adopt reduced fee. The table presented shows the calculated and recommended impact fee rounded to the nearest dollar. The fees presented in the table were as follows:

<u>Zoning Category</u>	<u>Calculated Impact Fee</u>	<u>Recommended Impact Fee</u>
Single Family Residential	\$3,454.03	\$3,454.00
Townhome Residential	\$3,108.63	\$3,108.00
Multi-Unit Residential	\$2,625.06	\$2,625.00
TOD-type Residential	\$2,106.96	\$2,106.00
Non-Residential	\$656.27	\$656.00

- Mr. Bush pointed out that the math on the calculated impact fee is still rounded from the hundredth decimal place and is not to an exact penny. Mayor Maughan mentioned that at the last meeting he had requested that the fee be rounded to the whole money unit and felt that the Board should consider tabling as printed since the math does not calculate out to 2 decimals which residents could question and bring more problems. Mr. Millis stated that in 20 years he had not had someone question the rounding in an Impact Fee Analysis he had done. If the adoption is tabled again, he proposed that there be a meeting ahead of the next public hearing to ensure the Board is satisfied with proposal.



- Moved by Mr. Paul to go into public hearing for the adoption of the impact fee facilities plan and impact fee analysis and seconded by Mayor Maughan. All were in favor.
- No public comments were noted.
- Moved by Mr. Bush to close the Public Hearing and seconded by Mayor Maughan. All were in favor.

CONSIDERATION OF APPROVAL OF RESOLUTION NO. 2023-01

- Moved by Mayor Maughan to adopt the impact fees as calculated for Resolution No. 2023-01, “A Resolution adopting impact fees studies for cost allocation to the District Plant and cost allocation to the Collection System; Repealing prior inconsistent Resolutions and providing for an effective date.” Seconded by Ms. Stanton and roll call vote was taken: Joy Petro – yes; Joe Paul – yes; Kent Bush – no; Anna Stanton – yes; Dave Maughan – yes; Brian Vincent – no.
Motion passes 4 – 2.

CONSIDERATION OF APPROVAL OF RESOLUTION NO. 2023-02

Mr. David Hatch -

- Resolution No. 2023-02, “A Resolution supporting phragmites control at Outfall No. 001 and approving a budget for implementation” was presented as part of the permit variance to the TBPEL and UPDES Discharge permit requirements. The phragmites control budget for 2024 will be no more than \$250,000.
- Moved by Mayor Maughan to adopt Resolution No. 2023-02 and was seconded by Ms. Stanton. All were in favor.

ENGINEERING AND CONSTRUCTION UPDATE, PLANT DISCHARGE RELOCATION - JACOBS

Mr. Darren Lowe -

- **Pipeline Project:**
A slight slow down in progress in open trenches due to snow concerns. A meeting was held with Davis County this week and they are very happy with the condition of the road. Proposed completion date is September 2024. There was discussion about lake condition and current levels. Dewatering has been used to continue construction.
- **Pump Station Project:**
The placement of compacted rock has begun. Construction work on the pump station itself should begin within the next month.

CONSIDERATION OF APPROVAL OF CHANGE ORDER 1 FOR FINAL EFFLUENT PUMP STATION

Mr. David Hatch –

- Change Order 1 was proposed for approval and included the removal of the purchase of three VFDs and enclosures from the Contractor’s scope of work to be purchased by the District directly. This will decrease the VFD lead time from 70 weeks to 50 weeks and reduce the Pump Station contract by \$221,045.54.
- Moved by Mr. Bush to approve Change Order 1 for the Final Effluent Pump Station project and seconded by Mr. Paul. All were in favor.

AWARD CONTRACT FOR PUMP STATION QUALITY ASSURANCE

Mr. David Hatch –

- The Davis County Building Official is requiring the District to perform special inspections for quality assurance for the pump station. Terracon Consultants is on the State Contract for



providing these services. The budget estimate for these services are \$15,076. Actual amount will be based on time and materials.

- Moved by Mr. Paul to award the contract to Terracon Consultants for \$15,076 and was seconded by Mayor Maughan. All were in favor.

ENGINEERING AND CONSTRUCTION UPDATES – COLLECTION SYSTEM REHABILITATION PROJECTS

Mr. David Hatch-

- **Hill Field Road Design:**
Whitaker Construction was awarded the contract for Hill Field Road Replacement Project in November.
- **Mutton Hollow Replacement:**
This project is on hold until Spring for asphalt to finish.
- **CIPP 9 – Lining Project 9 Construction – 4000 West & 4500 West:**
This project is complete.
- **CIPP 10 – Lining Project 10 Construction – 4000 West & Roy:**
Punchlist items are being completed for Lining Project 10.
- **Manhole Rehabilitation Project 1 – Gordon Avenue:**
This project includes rehabilitation of 15 manholes in Gordon Avenue. The District is waiting for asphalt to complete.

DISCUSSION AND SELECTION OF CRITERIA FOR APPOINTMENT OF THE VACANT DAVIS COUNTY UNINCORPORATED AREA BOARD OF TRUSTEES POSITION

Mr. David Hatch –

- Mr. Stan Hamblin resigned effective December 31, 2022. The District has 90 days to appoint or the county can appoint someone to fill the position. The attorney's opinion is that the seat cannot be removed. Since the unincorporated county area population is less than 5% of the District, the seat can remain unincorporated or it can be changed to a District-wide at large option. The only legal requirement for appointment is that they are a registered voter. Mayor Maughan pointed out that the election costs would be increased for an at large opinion. It would also become a multi-county position. Mr. Paul recommended changing to at large for better representation. Mayor Petro and Mayor Maughan both supported it remaining unincorporated. The appointment process of sharing applications with the Board and interviewing in a public meeting was discussed. Mayor Maughan moved to keep the seat unincorporated and all were in favor. The interviews would be the same day as the regular February board meeting at 5:00 p.m. A resume and letter of intent would be requested by applicants and the applicants would have two to three minutes to introduce themselves. The District has to public notice the opportunity 28 days before the interview and be posted in four public places. It was decided that the applications would be due on February 9th at 10:00 a.m. After the presentations, the Board would discuss. Mayor Petro supported using paper ballots as did Mayor Vincent. Mr. Paul asked whether Mr. Hatch researched how ties are broken in the statute. It was decided that if there was a tie, a second vote would be taken. Board Chair Petro decided that if there is still a tie, Mr. Hatch would draw a name out of a hat. A Resolution with no name should be prepared for passing following the interviews and it could be filled in after the appointment was determined after the interviews.

MANAGER'S REVIEW

Mr. David Hatch-

- The award ceremony for the Pump Station project for Whitaker Construction will be held on Thursday, January 19 at Little America Hotel at 8:00 a.m. AGC is giving the award for



water/wastewater project of the year for the state of Utah. Mr. Bachman will be there to support on behalf of the District. Mr. Paul and Mr. Wiggill both indicated they would be interested in attending.

- Mr. Hatch asked the Board Members if they found the monthly board briefings received by email helpful and several indicated they do and did not request a format change.

BOARD CHAIR REVIEW

- Mayor Maughan asked the other members if they have lift stations and if they found them helpful. Most feedback indicated that they are problematic to operate and were not recommended.
- Board Chair Petro indicated she wanted to hold a closed meeting and was advised that it was not public noticed on the agenda.

ADJOURNED

Moved by Mayor Maughan and seconded by Ms. Stanton to adjourn at 7:32 p.m. All were in favor.

Approved Angela Lynch 2-9-2023
Clerk of Board Date

