

**NORTH DAVIS SEWER DISTRICT**  
**Minutes of Board Meeting held May 11, 2023**

Minutes of the regularly scheduled Board Meeting held at the District offices located at 4252 West 2200 South, Syracuse, UT 84075 on Thursday, May 11, 2023 scheduled for 6:00 p.m.

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

**ALSO PRESENT WERE:** Myron Bachman, Plant Superintendent; Steve Lamb, Collection System Superintendent; Jason Stansfield, Network Administrator; Tyler Weaver, Lab Director; Darren Lowe, Jacobs Engineering; Casey Helget, C&L Water Solutions; BJ Riggins, C&L Water Solutions. Tyler Murri, Maintenance Mechanic, attended via zoom.

**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.

**MINUTES OF THE MEETING HELD APRIL 13, 2023**

- Minutes of the meeting held April 13, 2023 were approved on motion by Mayor Madsen and seconded by Mr. Paul. All were in favor.

**CONSIDERATION OF APPROVAL OF WORK ORDER 2 FOR LINING WORK**

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

- As part of the CMGC contract the District has with C&L Water Solutions, Work Order 2 is proposed for approval for CIPP work to be done between SR193 and Antelope Drive on 1000 West. The cost for both Saertex and Impreg manufacturers were received and presented with the lowest cost being the Saertex liner totaling \$2,377,791.20. This lining work won't begin until the end of August. There was some discussion about potential conflicts with work being done by Clearfield. Final completion is expected to be done in November.
- Moved by Mayor Maughan to approve work order 2 for lining work totaling \$2,377,791.20. Seconded by Mr. Bush and roll call vote was taken: Joy Petro – yes; Joe Paul – yes; Kent Bush – yes; Lance Hamblin – yes; Anna Stanton – yes; Dave Maughan – yes; Howard Madsen – yes; Brian Vincent – yes. Voting was unanimous.

**ENGINEERING AND CONSTRUCTION UPDATE, PLANT DISCHARGE RELOCATION - JACOBS**

**Mr. Darren Lowe -**

- **Pipeline Project:**  
29,500 feet of pipeline or 90% is complete. Whitaker and Jacobs are both anticipating crossing 1700 S near the island causeway within the next month and that should take 2-3 weeks to complete. Pictures of the concrete encasement were shown.
- **Pump Station Project:**  
The exterior concrete walls are almost done. Mr. Lowe relayed that he was impressed with the quality of the concrete work being done by Whitaker Construction. The hydrostatic test is on schedule. Work on the valve vault deck rebar has begun.
- **Great Salt Lake water levels:**  
The Great Salt Lake is up over 4 feet. Current projections place two to three more feet gain before the end of spring run-off. Engineers will continue to monitor to determine if a ditch will need to be cut in.
- Mitch Dabling has given his resignation to take a job opportunity with a district in Central Utah. Mr. Lowe will be reporting to the Board going forward.



## PRESENTATION AND APPROVAL OF FIRST QUARTER 2023 FINANCIAL REPORT

### **Ms. Angela Lupcho -**

- Cash and Cash Equivalents totaled \$3,051,370 as of March 31, 2023. Restricted Cash and Cash Equivalents totaled \$28,036,162 and Restricted Investments totaled \$36,219,654. Current Bonds Payable is \$0, the principal due in 2023 was paid in March totaling \$10,470,000. The remaining long-term bonds payable is \$92,640,000. Mr. Bush asked when the final bonds will be paid off. Ms. Lupcho responded that they would be completely paid in 2034. Operating Revenue on the Statement of Revenues and Expenses totaled \$5,702,594. Property Tax Revenue totaled \$180,282 which is 2% of the budgeted amount for property tax but the largest part of this revenue will be received towards the end of the year when real property taxes are assessed and collected by the county. Interest earned totaled \$691,236. 1<sup>st</sup> Quarter 2022 total interest earned was \$140,981 in comparison. Impact fees totaled \$806,150 which is lower than last year. Permits are trending down. Total Operating Expenses relating to Personnel expenses totaled \$1,576,856 or 26% of what was budgeted for the year. Other Operating Expenses totaled \$3,011,322 which is 23% of what was budgeted for 2023. Polymers, Chemical Treatments and Utilities were a few accounts that are trending high due to pricing increases and inventory adjustments. These will continue to be monitored throughout the year. Total expenses equaled \$5,052,779.
- It was moved by Mr. Bush to approve the First Quarter 2023 Financial report and was seconded by Mr. Hamblin. Roll Call vote was taken: Joy Petro – yes; Joe Paul – yes; Kent Bush – yes; Lance Hamblin – yes; Anna Stanton – yes; Dave Maughan – yes; Howard Madsen – yes; Brian Vincent – yes. Voting was unanimous.

## MANAGER'S REVIEW

### **Mr. David Hatch-**

- Collections Project updates:
  - Mutton Hollow Replacement project: This project is in its final stages.
  - Manhole Rehabilitation: Projected completion date is July 31 for this project.
  - Hill Field Replacement Project: This project will not start until fall 2023.
  - 3200 West Replacement Project: This 8" sewer line is being replaced and then turned over to Layton City for ownership. Bid will be on 5/15 with award in June. This line is a little over 800 feet.
- The District is planning an upcoming open house for city personnel to attend. There will be two open houses to keep the groups smaller. Details will be coming on these as they are planned further.
- The Trenchless Society has selected the District and C&L Water Solutions to be highlighted in a video for leadership in technology related to our CIPP lining work. They will be on-site filming on June 26-27. There is talk that the video will be narrated by Dennis Quaid and will air on NPR and Fox News. The District will be represented by Steve Lamb.
- Influent flows to the plant are going down which highlights that the increased flows earlier this year were due to sump pumps and not high water since peak spring run-off has not yet occurred.
- The WEAU Operations Challenge team for the District took 1<sup>st</sup> Place in the Lab challenge, 2<sup>nd</sup> place in Maintenance, and 2<sup>nd</sup> place in Collections. They took home 3<sup>rd</sup> place overall. The team was recognized with an award for Best Sportsmanship, which speaks to the character and quality of the employees representing the District.



BOARD CHAIR REVIEW

- Board Chair Petro thanked the Board and district staff for their support at the WEAU conference. She spoke highly of the challenge team and applauded them for receiving the Sportsmanship award.
- Board Chair Petro also recognized Mr. Darren Lowe with Jacobs Engineering for his work for the District.

ADJOURNED

Moved by Mayor Maughan and seconded by Mr. Bush to adjourn at 6:39 p.m. All were in favor.

Approved Angela Lupo 6/8/2023  
Clerk of Board Date



