

SOUTH DAVIS SEWER DISTRICT  
BOARD OF TRUSTEES  
WORK SESSION  
29 October 2020

The Board of Trustees of the South Davis Sewer District, Davis and Salt Lake Counties, met in a work session at 2:30 p.m. Due to the COVID-19 pandemic, the meeting was held electronically without an anchor location with the following members participating:

Dee Hansen	Chairman
Howard Burningham	Vice-Chairman (via videoconference)
John Davies	Trustee (via videoconference)
Randy Lewis	Trustee
Mark Preece	Trustee (via videoconference)
Len Arave	Trustee (via videoconference)
Ryan Westergard	Trustee (via videoconference)(arrived 2:55 pm)

Others meeting with the Board:

Dal Wayment	General Manager/Treasurer
Matt Myers	Assistant General Manager
Mark Katter	Accounting Manager/Clerk
Susanne Monsen	Administrative Asst/Asst Clerk

1. OPEN COMMITTEE MEETING WORK SESSION:

The Chairman called the meeting to order at 2:36 p.m. and read the Electronic Board Meeting Determination statement.

2. REVIEW ENGINEERING COMMITTEE RECOMMENDATIONS FOR THE PROPOSED 2021 TENTATIVE BUDGET:

The capital budgets were reviewed as follows:

Collection System

Buildings & Facilities	\$	0
Outfall/Sewer Lines	\$	0
Operating & Support Equipment	\$	113,000
Mobile Equipment	\$	186,000
Miscellaneous Office Equipment	\$	4,000
TOTAL	\$	303,000

Treatment Plants

Buildings & Facilities	\$	15,200,000
Operating & Support Equipment	\$	0
Mobile Equipment	\$	104,000
Office Equipment	\$	4,000
Major Equipment & Materials	\$	100,000
Engineering	\$	0
TOTAL	\$	15,408,000

General & Administration

Office Furniture & Equipment	\$	25,000
TOTAL	\$	25,000

3. REVIEW PERSONNEL COMMITTEE RECOMMENDATIONS FOR THE PROPOSED 2021 TENTATIVE BUDGET:

The personnel/payroll budgets were reviewed as follows:

- A. Salaries: The Personnel Committee recommends a 2% marketplace adjustment to the District's salary schedule be determined. The Committee recommends that 8 merit raises (of 37 employees) be authorized with the Board approved salary evaluation guidelines and based on individual employee evaluations.
- B. Health Insurance: Budget for a 4.9% increase in medical insurance.
- C. New Hire: We are looking for two additional new hires for the resource recovery and nutrient removal projects.
- D. Summer Temporaries: Continue with part-time, hourly help for office, painting, yard work and assisting on the CCTV and Jet Washer crews.
- E. Health & Safety Officer: Continue with in-house Health & Safety Officer and training. This training is supplemented with various outside sources such as the Workers Compensation Fund and the Utah Safety Council. We will use some consulting to update some manuals and programs.
- F. Wasatch Front Water Quality Council: Continue to be a member of and to administer the operations of the Council on behalf of the other Publicly Owned Treatment Works (POTW's) in Davis, Salt Lake and Utah Counties. Funding for the group comes from contributions from its members. Continue with District contribution.
- G. Operating Unit 2 (OU2): Continue to operate and maintain the EPA Superfund site treatment facility on behalf of EPA. Funding for this work comes from an EPA grant.

4. DISMISSAL:

The work session/meeting ended at 4:00 p.m.

  
Chairman, Board of Trustees

  
Clerk