

SOUTH DAVIS SEWER DISTRICT
BOARD OF TRUSTEES
REGULAR MEETING
15 January 2026

The Board of Trustees of the South Davis Sewer District, Davis and Salt Lake Counties, met in regular session at 5:00 p.m. at the District Office located at 1800 West 1200 North, West Bountiful, Utah, with the following members present:

Howard Burningham	Chair
Len Arave	Trustee
Gina Hirst	Trustee (arr. 5:20 pm via Zoom)
Ken Romney	Trustee
Brian Horrocks	Trustee
Ryan Westergard	Trustee (exc. 5:40 pm)

Others meeting with the Board:

Matt Myers	General Manager/Treasurer
Lanese Hendrickson	Assistant General Manager
Susanne Monsen	Administrative Asst/Asst Clerk
Candice Venn	Asst Accounting Mgr
Jacob Scott	Resident, Centerville
Ron Mortensen	Resident, Bountiful

1. OPEN MEETING:

The Chair called the meeting to order at 5:03 p.m.

2. OATH OF OFFICE:

Len Arave and Howard Burningham were selected as Trustees at the November election. Ken Romney has been appointed as the West Bountiful City representative and Matt Murri has been appointed as the Bountiful City representative on the District's Board of Trustees. Matt Murri is not able to attend tonight's meeting due to a previous commitment. Trustees Arave, Burningham and Romney recited the Oath of Office in accordance with State Statute.

3. PUBLIC COMMENTS:

None.

4. SELECTION OF CHAIR, VICE-CHAIR & COMMITTEES:

In accordance with District Resolution No. 112, Board appointments and committees are selected biennially at the first meeting of the Board in each odd-numbered year and shall serve for a term of two (2) years. However, due to the November election and a couple of Trustee vacancies this necessitated Board action.

Motion was made by Len Arave seconded by Ken Romney to appoint Ryan Westergard as Vice-Chair. Motion carried unanimously with Trustees Burningham, Arave, Romney, Horrocks and Westergard voting "aye".

Assignment of the Committee Chair and committee members is to be recommended by the Chair of the Board and voted on by the Board. The Board Chair will serve as an advisor to each committee, but will have no vote at the committee meetings. The Chair recommended the following trustees to fill the vacated positions:

Audit Committee:

Chair: Len Arave
Members: Ryan Westergard, Matt Murri

Engineering Committee:

Member: Ken Romney

Personnel Committee:

Member: Matt Murri

Motion was made by Ken Romney seconded by Ryan Westergard to approve the Committee assignments as discussed. Motion carried unanimously with Trustees Burningham, Arave, Romney, Horrocks and Westergard voting "aye".

5. APPROVAL OF MINUTES:

The Chair asked for comments of the regular Board Meeting held 4 December 2025. After consideration motion was made by Ryan Westergard seconded by Len Arave to accept the Minutes as presented. Motion carried with Trustees Burningham, Arave, Hirst, Horrocks and Westergard voting "aye". Brian Horrocks and Ken Romney abstained from the vote.

6. BUDGET REPORT:

The unaudited Budget Report ending December/2025 was presented for review. The combined Revenue Budget has received 118% in revenues. The Collection System is 81% expended; Treatment Plants are 89% expended; Industrial Pretreatment is 92% expended; Capital Expansion is 63% expended; Water Quality Group (JR/FB) is 73% expended; OU2 Remediation is 63% expended; Water Quality Group (UT LK) is 75% expended; and General & Admin is 76% expended. The budget ratio to calendar months is 100%.

A. 2026 BUDGET SHORTFALL (BOND/INTEREST PAYMENT).

Staff discovered that the 2025 Bonds which closed in December of 2025 were not summed into the debt service line item on the Final Budget approved in December of 2025. There is only an interest payment in 2026 and that amount is approximately \$1.6 Million. Staff discussed there being a healthy level of conservatism built into the Capital Budget and that even with this oversight there is a low likelihood that the 2026 budget will need to be increased and recommended that this be reassessed during the October budgeting and budget-opening process later this year.

7. INVESTMENT REPORT:

Current investments (December/2025) are maintained by Zions Bank, Public Treasurers Investment Fund (PTIF) and Moreton Asset Management. Zions Trust held approximately \$32.5 million at an interest rate of 4.0116% (funds are with PTIF); PTIF held approximately \$15.9 million at an interest rate of 4.0116%; and Moreton held approximately \$2.1 million at an interest rate of 3.9848%.

8. APPROVAL OF DISBURSEMENTS:

Trustees reviewed Zions Bank check numbers 36958, 36959, 36964, 37000, 37052, 3055, 37069, 37114 and 37128. After further consideration motion was made by Len Arave seconded by Brian Horrocks to accept the Disbursements as presented. Motion carried unanimously with Trustees Burningham, Arave, Hirst, Romney, Horrocks and Westergard voting "aye".

9. APPROVAL OF SEWER LINE AGREEMENTS:

A. HIDDEN GARDENS EXPANSION - PROJECT NO. 9-25.

Matt Myers recommended the Agreement for Hidden Gardens Expansion, located at 2122 South Orchard Drive in Bountiful, be accepted.

B. UNION POINT COMMERCIAL SUBDIVISION - PROJECT NO. 10-25.

Matt Myers recommended the Agreement for Union Point Commercial Subdivision, located at 2560 South 1100 West in Woods Cross, be accepted.

C. NORTH CANYON TOWNS PUD - PROJECT NO. 11-25.

Matt Myers recommended the Agreement for North Canyon Towns PUD, located at 492 West North Canyon Way in Bountiful, be accepted.

D. PORTER LANE ESTATES PDO SUBDIVISION - PROJECT NO. 12-25.

Matt Myers recommended the Agreement for Porter Lane Estates PDO Subdivision, located at 525 West Porter Lane in Centerville, be accepted.

E. VILLAGE STATION TOWNHOMES PHASE 4 - PROJECT NO. 13-25.

Matt Myers recommended the Agreement for Village Station Townhomes Phase 4, located at 445 South Orchard Drive in North Salt Lake, be accepted.

Motion was made by Len Arave seconded by Ryan Westergard to accept the Agreements for Hidden Gardens Expansion, Union Point Commercial Subdivision, North Canyon Towns PUD, Porter Lane Estates PDO Subdivision and Village Station Townhomes Phase 4. Motion carried unanimously with Trustees Burningham, Arave, Hirst, Romney, Horrocks and Westergard voting "aye".

10. APPROVAL OF SEWER LINE EASEMENTS:

In conjunction with the I-15 widening project, UDOT is requiring several (14) easements be executed by affidavit. Matt Myers reviewed these Easements with the Board and they are as follows:

- 1907-UE - 1350 S, Woods Cross
- 1908-UE - South of 1000 S, Woods Cross
- 1938-UE - Between 1000 South and 900 South, Woods Cross
- 2108-UE - 400 North (Eldredge Manor), Bountiful
- 2288-UE - 1399 North 400 West, Bountiful
- 2289-UE - 412 West 1400 North, Bountiful
- 2293-UE - 1455 North 400 West, Bountiful
- 2298-UE - 1453 North 400 West, Bountiful
- 2308-UE - 1469 North 400 West, Bountiful
- 2313-UE - 1489 North 400 West, Bountiful
- 2318-UE - 1501 North 400 West, Bountiful
- 2328-UE - 1535 North 400 West, Bountiful
- 2333-UE - 1551 North 400 West, Bountiful
- 2337-UE - 473 West Pages Lane, Bountiful

Motion was made by Ken Romney seconded by Ryan Westergard to approve execution of these easements and authorized the Chair to sign on behalf of the District. Motion carried unanimously with Trustees Burningham, Arave, Hirst, Romney, Horrocks and Westergard voting "aye".

11. ANNUAL CONFLICT OF INTEREST FORM AND ANNUAL ETHICS FORM:

Effective 5/1/24, The Utah Public Officers' and Employees' Ethics Act, Utah Code Ann. § 67-16-16 requires "special public officers" to prepare a written conflict of interest disclosure statement and submit to the governing body of the district no sooner than January 1 and no later than January 31 of each year during which the special public officer holds elected or appointed office. This disclosure form is to be posted to the District's website within 10 days of submission and the Lieutenant Governor of Utah is to be provided with a link to the electronic posting. Failure to comply is a class B misdemeanor and carries a \$100 fine reportable to the Attorney General.

Trustees will complete both the Conflict of Interest Form and Ethics Pledge Form and return them to the District to submit before the end of January. The forms have been updated to comply with State Statute and will be completed annually in accordance with the Utah Code.

12. SCHEDULE AUDIT COMMITTEE MEETING:

The Audit Committee (Len Arave, Ryan Westergard, Matt Murri) would like to meet with the District's Auditor to discuss the 2025 Audit at 12:00 p.m. on Wednesday, 25 February 2026, at the District's Office. Staff will coordinate with Squire and confirm this date.

13. DISCUSSION - OFFICE HOURS/SCHEDULE:

Staff will be moving in to the new Administrative Building sometime in March. With the Board's approval staff would like to change the office hours to Monday through Thursday, 7:00 a.m. to 5:30 p.m. with this move. We will ensure adequate signage is posted at the Administrative Building gate, and that the change is clearly communicated through the District's website and social media.

14. DISCUSSION - RING CENTRAL PHONES:

In preparation for the move to the new Administrative Building, the District has implemented a new phone system. This system allows the District to assign Board Members a District phone number, eliminating the need to provide personal phone numbers that must be made available to the public.

The District has already provided each Board Member with a District email address. Use of both District phone numbers and email addresses is at the discretion of each Board Member. Board Members will notify staff of their decision regarding a District phone number.

15. NORTH PLANT REHABILITATION AND NUTRIENT REMOVAL PROJECT - REPORT:

A. CONSIDER CHANGE ORDER NO. 7.

This Change Order includes the following: 1) The District will self-perform the demo of the existing administrative building parking awning structure, 2) Additional stainless-steel beam to mitigate deflection over the allowable limits in the screening room, 3) Add a guide and disconnect system with rails for new pump in new manhole #9 for maintenance, 4) Add aluminum grating over the Parshall flume box, including beams and grating supply and install, 5) Add additional studs and drywall in Admin Building above open office to close off from janitor closet, repaint exterior door #5 to help extend life of the door, install MDF cap and trim over copy and office supply room for visual continuity, 6) Add two light fixtures to light the exterior SDSD monument sign on a time clock, 7) Credit to the District for replacement of a board member's tires damaged due to a poorly placed steel plate on the construction site. These changes result in a contract increase of \$34,415.00.

With the approval of this change order the net increase of all change orders to date is \$243,721.00. Change Order No. 8 will likely include soil stabilization changes related to the installation of the new outfall line. This installation will take place in February when water levels will be at their lowest to accommodate construction activities. We don't have a final cost, but it will be significant.

Motion was made by Brian Horrocks seconded by Ken Romney to approve Change Order No. 7 as presented. Motion carried unanimously with Trustees Burningham, Arave, Hirst, Romney and Horrocks voting "aye".

16. WASATCH RESOURCE RECOVERY (WRR) PROJECT - REPORT:

Opal is still making progress overall. They have taken over the majority of vendor payables, but some will stay with the District due to circumstances such as the shared power meter with the South Plant. There were some problems with the compressor which cost WRR downtime about 36-40 hours last week. Opal plans on 2026 being the year when most of their construction takes place.

17. GENERAL MANAGER'S REPORT:

A. PROJECTED COSTS.

We don't anticipate a sewer service fee increase for 2026, but it may be necessary depending on the proposed cap on property taxes as determined by the State legislature. We will follow this closely to determine the path forward.

B. UTAH HB280 - WATER INFRASTRUCTURE PROJECTS FEE STUDY.

A letter from Holland & Hart LP opposing this legislation was reviewed by the Board. Holland & Hart represents the Wasatch Front Water Quality Council. This proposal could potentially increase the District's sewer service fees \$2-\$4 per month, only to be forwarded to another agency for distribution. The proposed language and implementation is not clear. We will continue to follow this legislation.

C. BOARD OF TRUSTEE COMPENSATION.

Staff inquired if the Board would be interested in pursuing this topic. After some discussion the Board felt the current compensation was fine and there was no need for further study.

18. NEXT MEETING SCHEDULED:

The next regular meeting has been scheduled for Thursday, 19 February 2026, 5:00 p.m.

19. DISMISSAL:

The Chair declared the meeting adjourned at 6:40 p.m.


Assistant Clerk


Chair, Board of Trustees