

SOUTH DAVIS SEWER DISTRICT
 BOARD OF TRUSTEES
 WORK SESSION
 16 October 2025

The Board of Trustees of the South Davis Sewer District, Davis and Salt Lake Counties, met in a work session at 3:00 p.m. at the District Office located at 1800 West 1200 North, West Bountiful, Utah, with the following members present:

Howard Burningham	Chair
Mark Preece	Vice-Chair
Len Arave	Trustee (via Zoom)
Gina Hirst	Trustee
Brian Horrocks	Trustee
Kendalyn Harris	Trustee
Ryan Westergard	Trustee

Others meeting with the Board:

Matt Myers	General Manager/Treasurer
Mark Katter	Accounting Manager/Clerk
Lanese Hendrickson	Assistant General Manager
Susanne Monsen	Administrative Asst/Asst Clerk
Candice Venn	Asst Accounting Mgr

1. OPEN COMMITTEE MEETING WORK SESSION:

The Chair called the meeting to order at 3:05 p.m.

2. REVIEW ENGINEERING COMMITTEE RECOMMENDATIONS FOR THE PROPOSED 2026 TENTATIVE BUDGET:

The capital budgets were reviewed as follows:

<u>Collection System</u>	
Buildings & Facilities	\$ 45,000
Outfall/Sewer Lines	\$ 700,000
Operating & Support Equipment	\$ 177,000
Mobile Equipment	\$ 391,000
Miscellaneous Office Equipment	\$ 5,000
Sub-Total	\$ 1,318,000

<u>Treatment Plants</u>	
Buildings & Facilities	\$41,900,000
Operating & Support Equipment	\$ 100,000
Mobile Equipment	\$ 325,000
Office Equipment	\$ 12,000
Major Equipment & Materials	\$ 100,000
Engineering	\$ 3,070,000
Sub-Total	\$45,507,000

<u>General & Administration</u>	
Office Furniture & Equipment	\$ 100,000
Sub-Total	\$ 100,000

GRAND TOTAL \$46,925,000

The capital budget for treatment plant buildings & facilities includes the estimated funding needed for the North Plant upgrades for 2026.

3. REVIEW PERSONNEL COMMITTEE RECOMMENDATIONS FOR THE PROPOSED 2026 TENTATIVE BUDGET:

The personnel/payroll budgets were reviewed as follows:

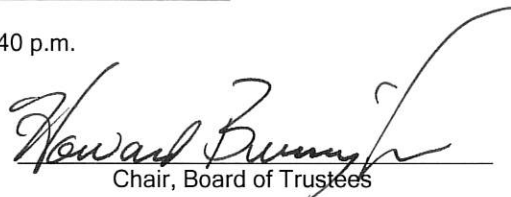
- A. Salaries: The Personnel Committee recommends a 3.2% marketplace adjustment to the District's salary schedule based on the CPI (Western) for August. The Committee further recommends merit raises be authorized with the Board approved salary evaluation guidelines and based on individual employee evaluations.
- B. Health Insurance: Budget for a 5.2% increase in medical insurance.
- C. Treatment Plant Upgrades, Retirements and Replacements: It is presently unclear how much new treatment plant upgrades will affect our baseline staffing requirements, but it is probable that the District will need to add to operations staff. There are also several seasoned operators that either have expressed the intent to or could retire within the next 1-2 years. This year's budget reflects an increase in Treatment staffing as a precaution toward these uncertainties.
- D. Summer Temporaries: Continue with part-time, hourly help for office 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 additional outside 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 the Office of the State of Utah Division of Environmental Response and Remediation (DERR). Funding for this work comes from the DERR.
- H. Wasatch Resource Recovery. Continue to operate and maintain WRR as necessary to support Opal operations.
- I. Proposed Merit Increases. 1.9% (Includes merit raises, promotions.)

4. CLOSE COMMITTEE MEETING WORK SESSION/DISMISSAL:

The Committee Meeting Work Session ended at 4:40 p.m.



Assistant Clerk


Chair, Board of Trustees