

Timpanogos Special Service District  
Administrative Board  
Electronic Meeting Minutes  
6400 North 5050 West Utah County, Utah

APPROVED

July 17, 2025

6:00 p.m.

Conference Room/Electronic Meeting

**Board Members**

|                        |   |                                    |                 |
|------------------------|---|------------------------------------|-----------------|
| <b>Present:</b>        | Sullivan Love - Chair                     | Chandler Goodwin - Vice Chair      |                 |
|                        | Neal Winterton                            | Brian Braithwaite                  |                 |
|                        | Joel Thompson                             | Blaine Thomas                      |                 |
| <b>Electronic:</b>     | David Bunker                              | Dave Norman                        | Brent Rummmler  |
|                        | Mark Christensen                          | Mack Straw                         | Richard Nielson |
| <b>District Staff:</b> | Richard Mickelsen, District Manager       | David Barlow, District Engineer    |                 |
|                        | Danette Smith, Board Secretary            | Matt Ferguson, CFO                 |                 |
|                        | Joe Martin, CPA                           |                                    |                 |
| <b>Others:</b>         | Mark Bell, Hayes Godfrey Bell PC (online) | Brandon Wyatt, Bowen Collins       |                 |
|                        | Ryan Bench, Carollo Engineers             | Trevor Lindley, Brown and Caldwell |                 |
|                        | Wade Stinson, Aqua Engineers              | Susan Spore, Brown and Caldwell    |                 |

**Call to Order**

Sullivan Love, Board Chair, called the meeting to order. 6:03 p.m.

**Public Comment**

There was no public comment.

**Approval of Minutes**

**1. Approval of the June 19, 2025 Board Meeting Minutes**

Chandler Goodwin made a motion to approve the minutes of the June 19, 2025 Board Meeting. Richard Nielson seconded the motion. Those voting "Aye" – Sullivan Love, Brian Braithwaite, Chandler Goodwin, Brent Rummmler, David Bunker, Dave Norman, Blaine Thomas, Mark Christensen, Mack Straw, Richard Nielson, Neal Winterton, and Joel Thompson. Those voting "Nay" – None. The motion passed unanimously.

**Consent Calendar**

1. TSSD Check Register
2. CL-R1 –
  - a. Replace & Upsize Lehi/AF outfall: Sundt pay Request #15 (\$3,544,486.89) retainage (\$186,551.94)
3. TP-4/5 – Clarifier
  - a. East Clarifier: Archer Western pay Request #10 (\$376,200.00) retainage (\$19,800.00)
4. Package A – Biosolids Disposal – Thermal Dryer
  - a. Huber change Order (\$1,485,589.22)
5. Package B – Tertiary filtration and UV Disinfection
  - a. Gerber pay Request #5 (\$2,283,285.10) retainage (\$120,172.90)
6. Package C – PCAD
  - a. GMP3 digester Complex Piles and Deep Foundations – Alder Construction pay Request #5 (\$3,523,829.24) retainage (\$185,464.69)
  - b. Notice of Award Thickening Centrifuge: Centrisys (\$5,803,988)
  - c. Enbridge RNG Agreement
    - i. Renewable Natural Gas Receipt Point Service Agreement
    - ii. Renewable Natural Gas Facilities Agreement (\$2,702,042)
7. Package E

- 1 a. Successful bidder for Side Stream Nitrogen (SSN) equipment: Veolia (\$2,684,482.45)  
2 8. UDOT – TSSD Third Rail Master Agreement  
3

4 Sullivan said we need to table item 6c -Enbridge Agreements which are not ready for approval tonight.  
5

6 Chandler Goodwin made a motion to table item 6c and approve the remainder of the Consent Calendar as  
7 presented. Brian Braithwaite seconded the motion. Those voting “Aye” – Sullivan Love, Brian Braithwaite,  
8 Brent Rummier, Chandler Goodwin, Mack Straw, Mark Christensen, Richard Nielson, Neal Winterton, Joel  
9 Thompson, Blaine Thomas, Dave Norman, and David Bunker. Those voting “Nay” – None. The motion passed  
10 unanimously.

## 11 Finance

### 12 1. Financial Report

13 Joe Martin reported on the May financials. The District is in good financial position. Since last May, wastewater  
14 revenue has increased almost \$3 million; our expenses are up as well. Impact fees are up about \$2 million from last  
15 year, which we expected. May is about 41% through the year, and most of the budget to actual numbers are pretty  
16 well inline. We may need to make a budget amendment to repairs and maintenance depending on how the rest of the  
17 year looks. Chandler asked about the impact fees being up from last year and if that relates to the change in the impact  
18 fee assessment or the number of ERUs compared to last year. Joe said the rate has gone up and he would include the  
19 graph that shows where we are on the ERUs. Joe said when he last looked at it, the ERUs are less than what we  
20 projected.  
21

## 22 Action Items

### 23 1. Award Financial Asset Management

24 Brian Braithwaite, Finance Committee Chair, said we have been looking for a firm to manage the District’s money.  
25 We put out an RFP and received four proposals. There is letter from the finance committee in the board packet that  
26 talks about the criteria and selection process for the consulting firm to help us with investment strategies. After going  
27 through with the scoring process, there are two firms that stood out from the others and finance committee  
28 recommends proceeding with Moreton Asset Management LLC who had the highest overall score.  
29

30 Mark Christensen made a motion to Award Financial Asset Management to Moreton Asset Management  
31 LLC. Brian Braithwaite seconded the motion. Those voting “Aye” – Sullivan Love, Brian Braithwaite, Brent  
32 Rummier, Chandler Goodwin, Mack Straw, Mark Christensen, Richard Nielson, Neal Winterton, Joel  
33 Thompson, Blaine Thomas, Dave Norman, and David Bunker. Those voting “Nay” – None. The motion passed  
34 unanimously.  
35

## 36 Communication

### 37 1. Manager’s Report

#### 38 a. Plant Performance

39 Rich Mickelsen said the road in front of the plant has been paved and the CL-R1 project is still in progress to the  
40 west. We are continuing to do bypass pumping as part of the construction which is causing some upset with the plant  
41 because the flows are not typical. It is not shown in this month’s report, but it will show in some of next month’s plant  
42 numbers. This month’s report is still showing consistency throughout the yearly averages and is still within permit  
43 parameters. Rich said the disruptions are manifested in the ammonia levels. It is the easiest to treat and the first to  
44 show that there are problems. One thing to point out is our total phosphorus is still pretty low despite the warmer  
45 temperatures, so those may change in next month’s report. One other thing is the effluent e-coli, which is another  
46 indicator and tends to rise if plant performance starts to wane.  
47

## 48 Closed Session

### 49 1. To discuss Litigation, Property Acquisition and Personnel

50 Brian Braithwaite made a motion to go into closed session for the purpose of personnel. Neal Winterton  
51 seconded the motion. Sullivan Love, Board Chair, asked for a roll-call vote. Those voting “Aye” – Sullivan  
52 Love, Brian Braithwaite, Brent Rummier, Chandler Goodwin, Mack Straw, Mark Christensen, Richard  
53 Nielson, Neal Winterton, Joel Thompson, Blaine Thomas, Dave Norman, and David Bunker. Those voting  
54 “Nay” – None. The motion passed unanimously. 6:20 p.m.  
55  
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2  
3       **Neal Winterton made a motion to go back into regular session. Brian Braitwaite seconded the motion.**  
4 **Those voting “Aye” – Sullivan Love, Brian Braithwaite, Brent Rummler, Chandler Goodwin, Mack Straw,**  
5 **Mark Christensen, Richard Nielson, Neal Winterton, Joel Thompson, Blaine Thomas, Dave Norman, and David**  
6 **Bunker. Those voting “Nay” – None. The motion passed unanimously. 6:41 p.m.**  
7

8 **Adjourn:**

9       **Chandler Goodwin made a motion to adjourn. Blaine Thomas seconded the motion. All present “Aye.”**  
10 **Meeting adjourned. 6:43 p.m.**

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