

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

APPROVED

October 16, 2025

6:00 p.m.

Conference Room/Electronic Meeting

**Board Members**

**Present:** Sullivan Love (Chair) Brian Braithwaite Brent Rummeler  
Blaine Thomas David Bunker Joel Thompson

**Electronic:** Dave Norman Mack Straw Richard Nielson

**Excused:** Neal Winterton Mark Christensen Chandler Goodwin

**District Staff:** Richard Mickelsen, District Manager David Barlow, District Engineer  
Shannon Hansen, Administrative Manager Danette Smith, Board Secretary  
Matt Ferguson, CFO Joe Martin, CPA  
Addison Winn, Risk Manager Sam Grimes, Treatment Manager

**Others:** Mark Bell, Hayes Godfrey Bell PC Ryan Bench, Carollo Engineers  
Trevor Lindley, Brown and Caldwell Wade Stinson, Aqua Engineers  
Susan Spore, Brown and Caldwell Brandon Wyatt, Bowen Collins  
Naseem Ghandour, Vineyard City

**Call to Order**

Sullivan Love, Board Chair, called the meeting to order. 6:02 p.m.

**Public Comment**

There was no public comment.

**Public Hearings - To receive public comment and consider the following:**

1. The 2025 Tentative Amended Operations and Maintenance Budget
2. The 2025 Tentative Amended Capital Budget
3. The 2026 Tentative Operations and Maintenance Budget
4. The 2026 Tentative Capital Budget

Joel Thompson made a motion to go into Public Hearing. Brian Braithwaite seconded the motion. Sullivan Love, Chair, took a roll call vote. Those voting "Aye" – Sullivan Love, Brent Rummeler, Brian Braithwaite, David Bunker, Joel Thompson, Blaine Thomas, Mack Straw, Richard Nielson, and Dave Norman. Those voting "Nay" – None. The motion passed unanimously.

There was no public comment.

Sullivan Love closed the Public Hearing.

**Approval of Minutes**

1. Approval of the meeting minutes of September 18, 2025 Board Retreat

Brian Braithwaite made a motion to approve the minutes of the September 18, 2025 Board Retreat. Blaine Thomas seconded the motion. Sullivan Love, Chair, took a roll call vote. Those voting "Aye" – Sullivan Love, Brent Rummeler, Brian Braithwaite, David Bunker, Joel Thompson, Blaine Thomas, Mack Straw, Richard Nielson, and Dave Norman. 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 #18 (\$3,826,220.44) includes partial retainage release of (\$746,847.84)

**3. TP-4/5 – Clarifier**

a. East Clarifier: Archer Western pay Request #13 (\$55,100.00) retainage (\$2,900.00)

**4. Package B – Tertiary filtration and UV Disinfection**

a. Gerber pay Request #8 (\$2,818,279.50) retainage (\$148,330.50)

b. Gerber pay Request #9 (\$3,762,978.50) retainage (\$198,051.50)

c. Change order #1 – Utility Water Pump No. 5: Gerber construction (\$321,774.00)

d. Water Wheel Task Order – Valley Implement (\$52,520.00)

**5. Package C – PCAD**

a. GMP3 digester Complex Piles and Deep Foundations – Alder Construction pay Request #8 (\$2,780,847.60) retainage (\$146,360.40)

Blaine Thomas made a motion to approve the Consent Calendar as presented. Brent Rummmler seconded the motion. Sullivan Love, Chair, took a roll call vote. Those voting “Aye” – Sullivan Love, Brent Rummmler, Brian Braithwaite, David Bunker, Joel Thompson, Blaine Thomas, Mack Straw, Richard Nielson, and Dave Norman. Those voting “Nay” – None. The motion passed unanimously.

**Finance**

**1. Financial Report**

The August financials were in the board packet for review.

**Action Items**

**1. Resolution 2025-04: Adopt the Timpanogos Special Service District 2025 Amended Operations & Maintenance and 2025 Amended Capital Budgets**

Rich said this is the resolution to adopt the Timpanogos Special Service District 2025 Amended O & M and 2025 Amended Capital Budgets. Those changes were identified in the September Board Retreat.

Mack Straw made a motion to adopt Resolution 2025-04 -Timpanogos Special Service District 2025 Amended Operations and Maintenance Budget and the 2025 Amended Capital Budgets. Richard Nielson seconded the motion. Sullivan Love, Chair, took a roll call vote. Those voting “Aye” – Sullivan Love, Brent Rummmler, Brian Braithwaite, David Bunker, Joel Thompson, Blaine Thomas, Mack Straw, Richard Nielson, and Dave Norman. Those voting “Nay” – None. The motion passed unanimously.

**2. Resolution 2025-05: Adopt the Timpanogos Special Service District 2026 Proposed Operations & Maintenance and 2026 Proposed Capital Budgets**

Rich said this is the resolution to adopt the Timpanogos Special Service District 2026 Proposed O & M and 2026 Proposed Capital Budgets. There have been minor changes since the board retreat to coincide with the appropriate grant monies, the anticipated dollar amounts and minor changes to adjust for the actual accounting to make it more accurate.

David Bunker made a motion to adopt Resolution 2025-05 - Timpanogos Special Service District 2026 Proposed Operations & Maintenance and 2026 Proposed Capital Budgets. Brian Braithwaite seconded the motion. Sullivan Love, Chair, took a roll call vote. Those voting “Aye” – Sullivan Love, Brent Rummmler, Brian Braithwaite, David Bunker, Joel Thompson, Blaine Thomas, Mack Straw, Richard Nielson, and Dave Norman. Those voting “Nay” – None. The motion passed unanimously

**3. Resolution 2025-06: TSSD name change**

Rich said this has been long in coming for a name change as we move forward from a special service district to a local district. The name change recommended is Timpanogos Special Sanitary District to keep the consistency with TSSD. This does not jeopardize any of what we are trying to do. All our contracts and agreements we have in place and bond obligations will still be carried out. This is strictly to help aid us as we move forward to a local district. The name

change would only take effect as we finish the rest of the transition with the county. Brian thought that most people do not know what TSSD stands for and thought it would be simpler to change it to TSD. Richard Nielson said the new school district is Timpanogos School District so that might be a reason not to go to TSD. After further discussion, the board decided on the name Timpanogos Sanitary Sewer District.

David Bunker made a motion to approve Resolution 2025-06 proposing the name of the District as of the date of its reorganization, and change in section 1 of the resolution, the proposed name of the reorganized District to be Timpanogos Sanitary Sewer District (TSSD). Mack Straw seconded the motion. Sullivan Love, Chair, took a roll call vote. Those voting "Aye" – Sullivan Love, Brent Rummier, Brian Braithwaite, David Bunker, Joel Thompson, Blaine Thomas, Mack Straw, Richard Nielson, and Dave Norman. Those voting "Nay" – None. The motion passed unanimously

#### 4. Amend MB & Sons LLC/TSSD Hauling Agreement

Rich said this is to amend our transportation service agreement we have with MB and Sons LLC. They have been our hauler for the last four years. This last year we had multiple issues with spills on the road. We have taken action to reduce the loads, so they do not spill over the edges. Rich is recommending we amend the agreement for safety reasons and to reduce those impacts on the road. Rich said he estimated the cost increase to be about \$135,000/year. Rich has built that into next year's budget. The cost for the cleanup on spills this year was right around \$30,000, which is less than the \$135,000 but we also need to keep in mind the environmental health and other impacts on the roadways.

Brian Braithwaite made a motion to amend the Hauling Agreement with MB and sons with the amendment of costs outlined in the agreement. David Bunker seconded the motion. Sullivan Love, Chair, took a roll call vote. Those voting "Aye" – Sullivan Love, Brent Rummier, Brian Braithwaite, David Bunker, Joel Thompson, Blaine Thomas, Mack Straw, Richard Nielson, and Dave Norman. Those voting "Nay" – None. The motion passed unanimously.

#### 5. Project Number 055-24-01.03: Frontrunner 2X Engineering Services – Bowen Collins & Associates (\$129,380)

Rich said this is for the second Frontrunner track we have talked about. This is not a TSSD cost, in the end it will be paid for by UDOT. This is just for engineering design. We will pay for it and UDOT will reimburse us. In the packet are the cost of design from Bowen Collins & Associates and the UDOT reimbursement. Rich is recommending that the Board approve this so that we can move forward with this project.

Brent Rummier made a motion to approve Project Number 055-24-01.03 Frontrunner 2X Engineering Services from Bowen Collins & Associates as proposed. Blaine Thomas seconded the motion. Sullivan Love, Chair, took a roll call vote. Those voting "Aye" – Sullivan Love, Brent Rummier, Brian Braithwaite, David Bunker, Joel Thompson, Blaine Thomas, Mack Straw, Richard Nielson, and Dave Norman. Those voting "Nay" – None. The motion passed unanimously.

### Communication

#### 1. Manager's Report

##### a. Plant Performance

##### i. Permit Violation TSS 250921 Week. Weekly average limit 35 mg/L, Actual 39 mg/L

Rich said we had our first permit violation in a number of years. We exceeded TSS the third week of September. That is the Total Suspended Solids going out the back. Our permit limit is 35 mg/L, and we hit 39 mg/L. It climbed throughout the week as we were trying to manage the rapid growth of the biology, the number of clarifiers we had offline for rehab and gas airlock in some of our pumps. We did get those under control, but we are still battling to waste more biology. Rich said on the plant performance our ammonia continues to stay low, which is nice to see as that is critical. We are trying to manage all the growth and construction we are undergoing as we bring on aspects of the plant upgrades. We are just at the beginning of this, so hopefully we stay on top of that. The phosphorus effluent numbers climbed in the

warmer months as anticipated, but we are still below the limit at .9 YTD average. We want to see those numbers drop in October, November, and December.

**ii. Christmas Dinner - December 3, 2025**

Rich said the TSSD Christmas Dinner will be December 3, 2025 at The Vista at Cedar Hills Golf Club.

**iii. 2024 HB 280 – UWIP - ULWSC Presentation**

Rich said there are several documents in the board packet about HB 280. Rich attended the first meeting of the Unified Water Infrastructure Plan and Water Infrastructure Funding on October 14<sup>th</sup>. They entertained questions, and Rich feels they are trying diligently to answer the request of the legislators. The example explained was “we are plane taking off and we are building the plane as we are running down the runway.” It is a bit scary. Rich said he is going to present a PowerPoint to the Utah Lake Watershed Council to reaffirm concerns that we and others have. We have planned well to prepare user rates to pay for upgrades and have raised impact fees accordingly to pay for growth. Then the users within our district are going to have to fund our growth as well as others’ growth which will not be completely fair to them. We will be putting in writing that we are not supporting this additional tax without us getting something back from that. This project is morphing as they are getting feedback from others. Rich will get the questions/answers from the last Provo meeting.

Sullivan said it is important to reach out to legislators with our concerns. Brent said we can have member city mayors and others help us multiply the strength of sending a unified message. Rich said the WFWQC have met about this and have a narrative which will answer questions and give our position on this. Rich will provide that narrative to the board members to provide to their city councils so that we are all on the same page. Joel said he sits on the board of the UASD, and he brought it up to them last week, so they are aware and are going to discuss that further next week. Joel did not think it had been on anyone’s radar until recently. Joel thinks it is good we are aware so we can track it and make comments before it morphs into something we are not aware of, and we are having to impose additional fees and taxes on our users.

**Closed Session**

**1. To discuss Litigation, Property Acquisition and Personnel**

David Bunker made a motion to go into closed session to discuss potential litigation, property acquisition, and personnel. Brian Braithwaite seconded the motion. Sullivan Love, Chair, took a roll call vote. Those voting “Aye” – Sullivan Love, Brent Rummler, Brian Braithwaite, David Bunker, Joel Thompson, Blaine Thomas, Mack Straw, Richard Nielson, and Dave Norman. Those voting “Nay” – None. The motion passed unanimously. 6:38 p.m.

David Bunker made a motion to go back into regular session Brent Rummler seconded the motion. Those voting “Aye” – Sullivan Love, Brent Rummler, Brian Braithwaite, David Bunker, Joel Thompson, Blaine Thomas, Mack Straw, Richard Nielson, and Dave Norman. Those voting “Nay” – None. The motion passed unanimously. 7:10 p.m.

**Adjourn:**

Blaine Thomas made a motion to adjourn. Dave Norman seconded the motion. All present “Aye.” Meeting adjourned. 7:11 p.m.