

APPROVED

1 Timpanogos Special Service District
2

3 Administrative Board

4 Electronic Meeting Minutes

5 6400 North 5050 West Utah County, Utah

6 November 20, 2025

7 6:00 p.m.

8 Conference Room/Electronic Meeting

9 **Board Members**

10 **Present:** Sullivan Love (Chair) Brian Braithwaite Brent Rummller
11 Blaine Thomas David Bunker Joel Thompson
12 Mack Straw Richard Nielson Neal Winterton
13 Mark Christensen Chandler Goodwin

14 **Electronic:** *Dave Norman

15 **District Staff:** Richard Mickelsen, District Manager David Barlow, District Engineer
16 Shannon Hansen, Administrative Manager Danette Smith, Board Secretary
17 Joe Martin, CPA Addison Winn, Risk Manager

18 **Others:** Mark Bell, Hayes Godfrey Bell PC Ryan Bench, Carollo Engineers
19 Trevor Lindley, Brown and Caldwell Wade Stinson, Aqua Engineers
20 Brandon Wyatt, Bowen Collins Mason Kjar, Fabian Vancott
21 Devan Peterson, Vineyard City Joey Willardson, Kimley-Horn

22 **Call to Order**

23 Sullivan Love, Board Chair, called the meeting to order. 6:00 p.m.

24 **Public Comment**

25 There was no public comment.

26 **Public Hearing**

27 1. To receive public comment on a proposed user rate increase of 15% to be effective January 1, 2027

28 Brian Braithwaite made a motion to go into Public Hearing for a proposed user rate increase of 15%
29 to be effective January 1, 2027. Blaine Thomas seconded the motion. Those voting “Aye” – Sullivan Love,
30 Brent Rummller, Brian Braithwaite, David Bunker, Joel Thompson, Blaine Thomas, Mack Straw, Richard
31 Nielson, Mark Christensen, Chandler Goodwin, and Neal Winterton. Those voting “Nay” – None. The
32 motion passed unanimously.

33 There was no public comment.

34 Sullivan Love, Chair, closed the Public Hearing.

35 **Approval of Minutes**

36 1. Approval of the meeting minutes of October 16, 2025 Board Meeting
37 2. Approval of the meeting minutes of October 28, 2025 Emergency Board Meeting

38 David Bunker made a motion to approve the minutes of October 16, 2025, and October 28, 2025
39 Meetings. Chandler Goodwin seconded the motion. Those voting “Aye” – Sullivan Love, Brent Rummller,
40 Brian Braithwaite, David Bunker, Joel Thompson, Blaine Thomas, Mack Straw, Richard Nielson, Mark

1 Christensen, Chandler Goodwin, and Neal Winterton. Those voting "Nay" – None. The motion passed
2 unanimously.
3

4 **Consent Calendar**

- 5 1. TSSD Check Register
6 2. CL-R1 –
7 a. Replace & Upsize Lehi/AF outfall: Sundt pay Request #19 (\$2,237,489.16) retainage (\$)
8 b. CMS – Change Order: Bowen & Collins (\$592,300.00)
9 3. TP-4/5 – Clarifier
10 a. East Clarifier: Archer Western pay Request #14 (\$177,650.00) retainage (\$9,350.00)
11 4. Package C – PCAD
12 a. GMP3 digester Complex Piles and Deep Foundations – Alder Construction pay
13 Request #9 (\$2,707,044.95) retainage (\$142,476.05)

14
15 Brian Braithwaite made a motion to approve the Consent Calendar as presented. Mack Straw
16 seconded the motion. Those voting "Aye" – Sullivan Love, Brent Rummel, Brian Braithwaite, David
17 Bunker, Joel Thompson, Blaine Thomas, Mack Straw, Richard Nielson, Mark Christensen, Chandler
18 Goodwin and Neal Winterton. Those voting "Nay" – None. The motion passed unanimously.

19 **Finance**

- 20 1. **Financial Report**

21 Joe Martin presented the financial statements for October.

22 **Action Items**

- 23 1. **Resolution 2025-07: 15% User Rate increase effective January 1, 2027**

24 Brian Braithwaite made a motion to approve Resolution 2025-07: 15% User Rate Increase effective
25 January 1, 2027. Joel Thompson seconded the motion. Sullivan Love asked for a roll call vote. Those
26 voting "Aye" – Sullivan Love, Brent Rummel, Brian Braithwaite, David Bunker, Joel Thompson, Blaine
27 Thomas, Mack Straw, Richard Nielson, Mark Christensen, Chandler Goodwin and Neal Winterton.
28 Those voting "Nay" – None. The motion passed.

29 *Dave Norman was online but was unable to hear the meeting up until this point.

- 30 2. **Resolution 2025-08: Boat Harbor Pump Station Annexation into American Fork City**

31 Brian Braithwaite made a motion to approve Resolution 2025-08: Annexation into American Fork
32 City. Richard Nielson seconded the motion. Sullivan Love, Chair, called for a roll call vote. Those voting
33 "Aye" – Sullivan Love, Brent Rummel, Brian Braithwaite, David Bunker, Joel Thompson, Blaine
34 Thomas, Mack Straw, Richard Nielson, Mark Christensen, Chandler Goodwin, Neal Winterton and Dave
35 Norman. Those voting "Nay" – None. The motion passed unanimously.

- 36 3. **Package C:**

- 37 a. GMP-4 Digester Complex: Award to Alder (\$73,612,266)
38 b. GMP-4 Digester Complex: Brown & Caldwell ESDC (\$9,417,858.71)
39 c. Control System Integrator -Package C-4 – GMP4 Digester Complex: IC Tech
40 (\$2,328,407.57)

41 Rich said all three of these items are Package C GMP-4 which is above-grade work.

42 Blaine Thomas made a motion to approve Package C GMP-4 Digester Complex: Award to Alder for
43 \$73,612,266.00, Brown and Caldwell Engineering Services During Construction for \$9,417,858.71 and

1 **ICTech Control System Integration for \$2,328,407.57. Mack Straw seconded the motion. Sullivan Love,**
2 **Chair, called for a roll call vote. Those voting “Aye” – Sullivan Love, Brent Rummel, Brian Braithwaite,**
3 **David Bunker, Joel Thompson, Blaine Thomas, Mack Straw, Richard Nielson, Mark Christensen,**
4 **Chandler Goodwin, Neal Winterton and Dave Norman. Those voting “Nay” – None. The motion passed**
5 **unanimously.**

6

7 **Communication**

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9 **1. Manager’s Report**

10 Rich said information for HB 280 is now on the state website. There is no funding currently for that, but
11 Utah projects are posted, and our projects are listed on the website. If funding becomes available, then there is
12 that potential that we can some of that. Rich said they have hired a new person to be over DWQ. Here first
13 name is Candace, and she seems to be following the lead of the DEQ director (Tim Davis). Rich went to the
14 water quality board to say it would be nice to see how much of Utah Lake has improved with the treatment
15 plants meeting 1 mg/L phosphorus limit to the lake. Tim Davis has been pushing to see that impact before they
16 set additional lower limits. That is a positive move in general for our water quality department. Rich said the
17 District’s permit is open for public comment until the first few days of December. Rich has been in discussion
18 with the permit writer and we will be initiating a mixing zone study so we can maintain our current permit
19 parameters for another five years. This will be good information and let us know how we are impacting the
20 environment.

21

22 **a. Plant Performance**

23 Rich said the influent flow is higher than the yearly average of about 21-22 mgd. In October the average was
24 23.5 mgd which is a significant increase, but it was the wettest October on record. Rich does not know if that
25 was I & I. The TSS and BOD numbers are below average, and the plant is running well this time of year. There
26 were a couple of high months of effluent phosphorus but now with the cooler temperatures and lower effluent
27 phosphorus we should be able to meet those phosphorus numbers for the remainder of the year. Rich thanked
28 staff as they have done as we have had the bypass pumping. David Bunker thanked staff and said it is a
29 monumental job keeping the plant going the direction it needs to go, especially during all the construction.

30

31 **Closed Session**

32

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

34 Mark Christensen made a motion to go into closed session to discuss potential litigation, property
35 acquisition, and personnel at Timpanogos Special Service District Conference Room (6400 N 5050 W
36 Utah County). Mack Straw seconded the motion. Sullivan Love, Chair, took a roll call vote. Those voting
37 “Aye” – Sullivan Love, Brent Rummel, Brian Braithwaite, David Bunker, Joel Thompson, Blaine
38 Thomas, Mark Christensen, Chandler Goodwin, Mack Straw, Richard Nielson, Neal Winterton and Dave
39 Norman. Those voting “Nay” – None. The motion passed unanimously.

40 6:24 p.m.

41 Others attending closed session: Richard Mickelsen, Mark Bell, Mason Kjar, and Joe Martin

42 Joel Thompson made a motion to go back into regular session. Mack Straw seconded the motion.
43 Those voting “Aye” – Sullivan Love, Brent Rummel, Brian Braithwaite, David Bunker, Joel Thompson,
44 Blaine Thomas, Mark Christensen, Chandler Goodwin, Mack Straw, Richard Nielson, Neal Winterton,
45 and Dave Norman. Those voting “Nay” – None. The motion passed unanimously. 6:45 p.m.

46 Adjourn: Brian Braithwaite made a motion to adjourn. Blaine Thomas seconded the motion. All present
47 “Aye”. Meeting adjourned. 6:46 p.m.