

APPROVED

Timpanogos Special Service District

Administrative Board

Electronic Meeting Minutes

6400 North 5050 West Utah County, Utah

November 20, 2025

6:00 p.m.

Conference Room/Electronic Meeting

Board Members

Present: Sullivan Love (Chair) Brian Braithwaite Brent Rummler
Blaine Thomas David Bunker Joel Thompson
Mack Straw Richard Nielson Neal Winterton
Mark Christensen Chandler Goodwin

Electronic: *Dave Norman

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

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

Call to Order

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

Public Comment

There was no public comment.

Public Hearing

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

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

There was no public comment.

Sullivan Love, Chair, closed the Public Hearing.

Approval of Minutes

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

David Bunker made a motion to approve the minutes of October 16, 2025, and October 28, 2025 Meetings. Chandler Goodwin seconded the motion. Those voting "Aye" – Sullivan Love, Brent Rummler, 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 Rummier, 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

23 **Action Items**

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

25
26 Brian Braithwaite made a motion to approve Resolution 2025-07: 15% User Rate Increase effective
27 January 1, 2027. Joel Thompson seconded the motion. Sullivan Love asked for a roll call vote. Those
28 voting “Aye” – Sullivan Love, Brent Rummier, Brian Braithwaite, David Bunker, Joel Thompson, Blaine
29 Thomas, Mack Straw, Richard Nielson, Mark Christensen, Chandler Goodwin and Neal Winterton.
30 Those voting “Nay” – None. The motion passed.
31

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

33
34 2. Resolution 2025-08: Boat Harbor Pump Station Annexation into American Fork City

35
36 Brian Braithwaite made a motion to approve Resolution 2025-08: Annexation into American Fork
37 City. Richard Nielson seconded the motion. Sullivan Love, Chair, called for a roll call vote. Those voting
38 “Aye” – Sullivan Love, Brent Rummier, Brian Braithwaite, David Bunker, Joel Thompson, Blaine
39 Thomas, Mack Straw, Richard Nielson, Mark Christensen, Chandler Goodwin, Neal Winterton and Dave
40 Norman. Those voting “Nay” – None. The motion passed unanimously.
41

42 3. Package C:

43 a. GMP-4 Digester Complex: Award to Alder (\$73,612,266)

44 b. GMP-4 Digester Complex: Brown & Caldwell ESDC (\$9,417,858.71)

45 c. Control System Integrator -Package C-.4 – GMP4 Digester Complex: IC Tech
46 (\$2,328,407.57)

47 Rich said all three of these items are Package C GMP-4 which is above-grade work.
48

49 Blaine Thomas made a motion to approve Package C GMP-4 Digester Complex: Award to Alder for
50 \$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 Rummier, 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**

8 **1. Manager's Report**

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

20 21 **a. Plant Performance**

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

29 30 **Closed Session**

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

32
33 Mark Christensen made a motion to go into closed session to discuss potential litigation, property
34 acquisition, and personnel at Timpanogos Special Service District Conference Room (6400 N 5050 W
35 Utah County). Mack Straw seconded the motion. Sullivan Love, Chair, took a roll call vote. Those voting
36 "Aye" – Sullivan Love, Brent Rummier, Brian Braithwaite, David Bunker, Joel Thompson, Blaine
37 Thomas, Mark Christensen, Chandler Goodwin, Mack Straw, Richard Nielson, Neal Winterton and Dave
38 Norman. Those voting "Nay" – None. The motion passed unanimously.

39 6:24 p.m.

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

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

45
46 **Adjourn:** Brian Braithwaite made a motion to adjourn. Blaine Thomas seconded the motion. All present
47 "Aye". Meeting adjourned. 6:46 p.m.