

TIMPANOGOS SPECIAL SERVICE DISTRICT  
ADMINISTRATIVE BOARD MEETING MINUTES

APPROVED

May 20, 2021

6:00 p.m.

Conference Room

**Board Members**

**Present:** David Bunker Chandler Goodwin John Goodman  
Sullivan Love Chris Condie Craig White  
Dale Ihrke Blaine Thomas Jay Meacham  
Richard Nielson \*Brian Braithwaite

**Excused:** Mark Christensen Mack Straw

**District Staff:** Richard Mickelsen, District Manager Shannon Hansen, Administrative Manager  
David Barlow, District Engineer Danette Smith, Board Secretary  
Shaun Peters, Maintenance Foreman Joe Martin, CPA

**Others:** Craig Carlile, Ray Quinney & Nebeker Brandon Wyatt, Bowen Collins & Associates  
Pete Zemke, Brown and Caldwell

**Call to Order**

David Bunker, Board Chair, called the meeting to order 6:00 p.m.

**Public Comment**

There was no public comment.

**Approval of Minutes**

**1. Approval of the April 15, 2021 Administrative Board Meeting Minutes**

Jay Meacham made a motion to approve the minutes of the April 15, 2021 Administrative Board Meeting. Sullivan Love seconded the motion. Those voting "Aye" – David Bunker, Dale Ihrke, Blaine Thomas, John Goodman, Craig White, Chris Condie, Jay Meacham, Richard Nielson, Sullivan Love and Chandler Goodwin. The motion passed unanimously.

\*Brian Braithwaite arrived. 6:02 p.m.

**Consent Calendar**

- 1. Archer Western – Pay Request #9**
- 2. Archer Western – Change Order #3**

Craig White made a motion to approve the Consent Calendar. Dale Ihrke seconded the motion. Those voting "Aye" – David Bunker, Dale Ihrke, Brian Braithwaite, Blaine Thomas, John Goodman, Craig White, Chris Condie, Jay Meacham, Richard Nielson, Sullivan Love and Chandler Goodwin. The motion passed unanimously.

**Finance**

**1. Financial Report**

Joe Martin presented the financials for March 2021. Joe said in the budget to actuals, things are in line with where we usually are. The impact fee report shows that all entities are up to date on remitting impact fees to The District. Joe said the finance committee discussed the fraud risk assessment. Joe would like to give a presentation to the finance committee and then bring it to the board.

1  
2 **Action Items**

3 **1. Earl Property Purchase**

4 Rich said this is a 31.77-acre parcel, Tax ID # 13-076-0049, with five water rights. The negotiated price is  
5 \$4,500,000.00. The District did require due diligence, including a title search, ALTA survey, wetlands survey,  
6 geotechnical testing and water rights review. Rich said we made sure it would meet our needs for relocation of our lift  
7 station and be able to handle peak flow coming from the west side.

8 Brian Braithwaite said the report given to the board shows the parcel map with the value. Brian clarified that value  
9 is for taxing purposes, not purchase value. Brian said he appreciates all the work and due diligence done to get this  
10 property.

11  
12 **Brian Braithwaite made a motion to approve the purchase of the 31.77 acres, Tax ID # 13-176-0049 and all**  
13 **five (5) water rights 55-4037, 55-4036, 55-3999, 55-4038 and 55-1437 from the Alma L. Earl Trust for the**  
14 **purchase price of \$4,500,000.00. Chandler Goodwin seconded the motion. Those voting "Aye" – David Bunker,**  
15 **Dale Ihrke, Brian Braithwaite, Blaine Thomas, John Goodman, Craig White, Chris Condie, Jay Meacham,**  
16 **Richard Nielson, Sullivan Love and Chandler Goodwin. The motion passed unanimously.**

17  
18 **Communication**

19 **1. Managers' Report**

20 Rich said there have been some struggles with the plant the last couple of months during the installation of the  
21 blowers. We have been making adjustments accordingly and we have not violated our permit. The effluent  
22 phosphorus YTD average is .53 mg/L. Rich reviewed the influent and effluent flow charts with the board.

23 Rich acknowledged Shaun Peters, Maintenance Foreman, for receiving the Award for Outstanding Maintenance  
24 Specialist at the WEAU Annual Conference. Rich said Shaun does a fantastic job. He is the one who always suits up  
25 for the weekly clean out at the Boat Harbor lift station. Shaun has worked for The District just shy of thirty years.  
26 Rich said The District received the award for best facility over 5 MGD. Rich said next month he will present the  
27 plaque to the pretreatment crew as they received best outstanding pretreatment in the state. Rich said The District also  
28 received the excellence award which you can get only if you receive three or more awards. They were able to see all  
29 the work we have been doing and getting our phosphorus below 1 mg/L. Rich said thanked staff and said they are  
30 doing a great job. David Bunker thanked Rich and staff for all their hard work.

31 Rich said the state legislature met in a special session yesterday. Rich said HB-1004 was initially the American  
32 Rescue Plan Act. The Federal Government has allocated money for the State of Utah. The legislators wanted to make  
33 this a grant program which was passed in the session yesterday. The grant program will be matching funds. Rich said  
34 we are going to apply for some of the grant money and we need help from each of the cities.

35 The first project Rich would like grant money for is the Boat Harbor Lift Station. There will be 19 mgd coming in  
36 from the west side at peak flow. The board just approved the purchase of property to do the relocation of that lift  
37 station. That will be about \$64 million. If we come up with the \$32 million, they would match with \$32 million, since  
38 it would qualify as a sewer project.

39 The next project is the tertiary filter system. We have a description of the project that meets the requirements. The  
40 tertiary filter system provides additional treatment to meet water re-use criteria and the ability to remove additional  
41 phosphorus if desired to discharge into Utah Lake. This meets two of the goals of the State of Utah. This project  
42 would be about \$40 million. If we come up with \$20 million, the state could match us \$20 million.

43 Rich said he has been in discussions about taking about 100 acres of Utah lake shoreline and converting it to  
44 engineered wetlands. TSSD is contracted currently with Jacobs Engineering to bring landowners, TSSD, Utah County,  
45 North Pointe, and Forestry, Fire and State Lands together to work with the Army Corp of Engineers to develop the  
46 engineered wetlands. Rich said he has priced this at \$9.5 million based on information from Jacobs and the County.  
47 We could submit this to the state for \$4.25 million.

48 All of these projects would be beneficial. We could get grant money to help with the progress and get it done in  
49 their time frame. If we could get the different cities to help us as we go through this process, Rich thinks we can make  
50 it happen. Brian Braithwaite said we would need to have some communication with the cities about why we need these

1 projects. Brian said he understands we need these projects to be able to maintain our facility for the future, but we are  
2 asking the elected officials and they also need to understand. Rich agreed.

3 Rich said we are out of compost. We have retained 300 yards if needed for negotiating purposes with some of the  
4 lines we are upgrading. Some may also be used to enrich the property we are purchasing.

5  
6 **Closed Meeting**

7 **1. To discuss litigation, property acquisition and personnel**  
8

9 **Blaine Thomas made a motion to go into closed session for purpose of land acquisition. Richard Nielson**  
10 **seconded the motion. There was a roll call vote. Those voting “Aye” – David Bunker, Dale Ihrke, Brian**  
11 **Braithwaite, Blaine Thomas, John Goodman, Craig White, Richard Nielson, Chris Condie, Jay Meacham,**  
12 **Sullivan Love and Chandler Goodwin. The motion passed unanimously. 6:27 p.m.**  
13

14 **Sullivan Love made a motion to go back into regular session. Dale Ihrke seconded the motion. Those voting**  
15 **“Aye” – David Bunker, Dale Ihrke, Brian Braithwaite, Blaine Thomas, John Goodman, Craig White, Richard**  
16 **Nielson, Chris Condie, Jay Meacham, Sullivan Love and Chandler Goodwin. The motion passed unanimously.**  
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18 **Adjourn: Chris Condie made a motion to adjourn. Blaine Thomas seconded the motion. All present “Aye”.**  
19 **Meeting adjourned 6:47 p.m.**  
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