

Timpanogos Special Service District  
Administrative Board  
Electronic Meeting Minutes

**APPROVED**

6400 North 5050 West Utah County, Utah

August 21, 2025

6:00 p.m.

Conference Room/Electronic Meeting

**Board Members**

**Present:** Sullivan Love - Chair  
Brian Braithwaite

Chandler Goodwin -Vice Chair  
Brent Rummler Blaine Thomas

**Electronic:** David Bunker  
Mark Christensen

Dave Norman  
Mack Straw

\*Joel Thompson  
Richard Nielson

**Excused:** Neal Winterton

**District Staff:** Richard Mickelsen, District Manager  
Shannon Hansen, Administrative Manager  
Matt Ferguson, CFO  
David Land, Pretreatment Coordinator  
Sam Grimes, Treatment Manager  
Brad Christensen, Electrical Manager

David Barlow, District Engineer  
Danette Smith, Board Secretary  
Joe Martin, CPA  
Addison Winn, Risk Manager  
Shawn Parker, Pretreatment Inspector

**Others:** Mark Bell, Hayes Godfrey Bell PC (online)  
Trevor Lindley, Brown and Caldwell  
Susan Spore, Brown and Caldwell

Ryan Bench, Carollo Engineers  
Wade Stinson, Aqua Engineers

**Call to Order**

Sullivan Love, Board Chair, called the meeting to order. 6:04 p.m.

**Public Comment**

There was no public comment.

**Approval of Minutes**

**1. Approval of the July 17, 2025 Board Meeting Minutes**

Chandler Goodwin made a motion to approve the minutes of the July 17, 2025 Board Meeting. Brian Braithwaite seconded the motion. Sullivan Love, Chair, took a roll call vote. Those voting "Aye" – Sullivan Love, Brian Braithwaite, Chandler Goodwin, Brent Rummler, David Bunker, Dave Norman, Blaine Thomas, Mark Christensen, Mack Straw, Richard Nielson, 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 #16 (\$4,526,463.48) retainage (\$238,234.92)
3. TP-4/5 – Clarifier
  - a. East Clarifier: Archer Western pay Request #11 (\$56,050.00) retainage (\$2,950.00)
4. TP-11- West Bioreactor Safety Improvements
  - a. Alder pay Request #1 (\$259,825.00) retainage (\$13,675.00)
5. Package B – Tertiary filtration and UV Disinfection
  - a. Gerber pay Request #6 (\$2,038,206.00) retainage (\$107,274.00)
  - b. Security camera award: Utah Yamas Controls (\$166,850.00)
6. Package C – PCAD

- 1 a. **GMP3 digester Complex Piles and Deep Foundations – Alder Construction pay Request #6**  
2 **(\$2,108,192.97) retainage (\$110,957.53)**

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

7 **Finance**

8 **1. Financial Report**

9 The June financials were in the board packet for review.

10  
11 **Action Items**

12 **1. Adopt TSSD Pretreatment Rules and Regulations**

13 Rich said he has asked David Land, Pretreatment Coordinator, to provide information on the pretreatment rules  
14 and regulations. David said this is to formally adopt the updated pretreatment rules and regulations that have already  
15 been approved by the state. There were no questions from the Board.

16  
17 **Brian Braithwaite made a motion to adopt the TSSD Pretreatment Rules and Regulations. Chandler**  
18 **Goodwin seconded the motion. Sullivan Love, Board Chair, took a roll call vote. Those voting “Aye” – Sullivan**  
19 **Love, Brian Braithwaite, Chandler Goodwin, Brent Rummler, David Bunker, Dave Norman, Blaine Thomas,**  
20 **Mark Christensen, Mack Straw, Richard Nielson, and Joel Thompson. Those voting “Nay” – None. The motion**  
21 **passed unanimously.**

22  
23 **2. Package C – PCAD**

24 **a. Notice of Award: Primary Cloth Pile Filters -Aqua Aerobics (\$13,061,429.36)**

25 Rich Mickelsen said this is a sole source of the primary cloth filters. We have had multiple pilots to make sure this  
26 current technology works here. Back in March the board approved additional direction for odor control and capped  
27 buildings, and those designs were around these Aqua Aerobic Cloth Pile Filters.

28  
29 **Blaine Thomas made a motion to award Primary Cloth Pile Filters to Aqua Aerobics for \$13,061,429.36.**  
30 **Richard Nielson seconded the motion. Sullivan Love, Board Chair, took a roll call vote. Those voting “Aye” –**  
31 **Sullivan Love, Brian Braithwaite, Chandler Goodwin, Brent Rummler, David Bunker, Dave Norman, Blaine**  
32 **Thomas, Mark Christensen, Mack Straw, Richard Nielson, and Joel Thompson. Those voting “Nay” – None.**  
33 **The motion passed unanimously.**

34  
35 **b. GMP-EQ1: Equipment Assignment to Alder Construction (\$54,260,109.00)**

36 Rich said we have purchased multiple pieces of equipment to be used for Pkg C. That equipment is the Ovivo  
37 (Varec) waste gas burner, Quadrogen gas cleaning system, CBI egg shaped digesters, WesTech draft tube mixers,  
38 Centrysis centrifuges, and Aqua Aerobics primary filters (just approved). Those equipment contracts will all be  
39 transferred over to contractor Alder Construction at a cost of \$54,260,109.00.

40  
41 **Brian Braithwaite made a motion to approve GMP-EQ1 Equipment Contract transfer to Alder**  
42 **Construction at a cost of \$54,260,109.00. Mack Straw seconded the motion. Sullivan Love, Board Chair, took a**  
43 **roll call vote. Those voting “Aye” – Sullivan Love, Brian Braithwaite, Chandler Goodwin, Brent Rummler,**  
44 **David Bunker, Dave Norman, Blaine Thomas, Mark Christensen, Mack Straw, Richard Nielson, and Joel**  
45 **Thompson. Those voting “Nay” – None. The motion passed unanimously.**

46  
47 **c. TO 2025-02 Engineering Primary Treatment and Gravity Thickening Design: Brown and Caldwell**  
48 **(\$4,906,496.00)**

49 Rich said this is to do the design for the building and the primary treatment and gravity thickeners for a cost of  
50 \$4,906,496.00.

51  
52 **Brian Braithwaite made a motion to approve TO 2025-02 Engineering Primary Treatment and Gravity**  
53 **Thickening Design to Brown and Caldwell for \$4,906,496.00. Brent Rummler seconded the motion. Sullivan**  
54 **Love, Board Chair, took a roll call vote. Those voting “Aye” – Sullivan Love, Brian Braithwaite, Chandler**  
55 **Goodwin, Brent Rummler, David Bunker, Dave Norman, Blaine Thomas, Mark Christensen, Mack Straw,**  
56 **Richard Nielson, and Joel Thompson. Those voting “Nay” – None. The motion passed unanimously.**

1 **3. inDense Purchase: World Water Works (\$468,000.00)**

2 Rich said this process concentrates on the heavier biology and wastes the lighter biology. We have been piloting it  
3 for two years and have seen it be effective. We would like to purchase two of these inDense systems to be installed on  
4 the east side of the plant and as soon as possible to meet the spend down needs for the bond as well as moving forward  
5 with our clarifier project.  
6

7 **Brian Braithwaite made a motion to approve the inDense Purchase from World Water Works for**  
8 **\$468,000.00. Chandler Goodwin seconded the motion. Sullivan Love, Board Chair, took a roll call vote. Those**  
9 **voting “Aye” – Sullivan Love, Brian Braithwaite, Chandler Goodwin, Brent Rummler, David Bunker, Dave**  
10 **Norman, Blaine Thomas, Mark Christensen, Mack Straw, Richard Nielson, and Joel Thompson. Those voting**  
11 **“Nay” – None. The motion passed unanimously.**  
12

13 **Communication**

14 **1. Manager’s Report**

15 **a. Risk Manager – Addisan Winn**

16 Rich said we hired a risk manager about 2 months ago and he has been accepted to law school and has moved on.  
17 We have hired Addisan Winn as the new Risk Manager. Addisan said she started with Salt Lake County risk  
18 management about four years ago and fell in love with it. She was a claims coordinator for about a year and then  
19 moved on to claims adjuster, which was not her favorite job, but very beneficial. Addisan said in general liability, she  
20 learned more about the Utah Governmental Immunity Act than she ever thought she would and learned about what  
21 protections government entities have and how they differ. The last ten months she stepped into what was formerly the  
22 risk management position. Brian Braithwaite said we are happy to have Addisan and need more women in wastewater  
23 treatment. Sullivan welcomed Addisan and said there are a lot of organizations to get involved in and opportunities for  
24 growth.  
25

26 **b. Pretreatment Coordinator – David Land**

27 Rich said David Land, Pretreatment Coordinator, is moving on to another position. Rich gave a thank you for all  
28 the work and efforts he has put in over the years here at TSSD. Sullivan said he has worked with David in his capacity  
29 quite a bit and he appreciates his expertise and help in keeping the plant in compliance with the pretreatment laws and  
30 his ability to reach out to the businesses and help them remain compliant. We wish him well in the future.  
31

32 **c. Plant Performance**

33 Rich said the plant is running well. We have made some adjustments, and our average monthly ammonia numbers  
34 are down. The total TIN has also dropped below .10 mg/L with adjustments made. Rich gave a shout out to staff for  
35 those adjustments that have been successful. Sullivan said thanks to Rich and staff for keeping the plant running  
36 efficiently.  
37

38 **Closed Session**

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

40  
41 **Chandler Goodwin made a motion to go into closed session for the purpose of litigation, property**  
42 **acquisition and personnel discussion. Brent Rummler seconded the motion. Sullivan Love, Board Chair, asked**  
43 **for a roll-call vote. Those voting “Aye” – Sullivan Love, Brian Braithwaite, Brent Rummler, Chandler**  
44 **Goodwin, Mack Straw, Mark Christensen, Richard Nielson, Joel Thompson, Blaine Thomas, Dave Norman,**  
45 **and David Bunker. Those voting “Nay” – None. The motion passed unanimously. 6:30 p.m.**

46 **\*Joel Thompson left 6:44 p.m.**  
47

48 **Blaine Thomas made a motion to go back into regular session. Chandler Goodwin seconded the motion.**  
49 **Those voting “Aye” – Sullivan Love, Brian Braithwaite, Brent Rummler, Chandler Goodwin, Mack Straw,**  
50 **Mark Christensen, Richard Nielson, Blaine Thomas, Dave Norman, and David Bunker. Those voting “Nay” –**  
51 **None. The motion passed unanimously. 7:25 p.m.**  
52

53 **Adjourn:**

54 **David Bunker made a motion to adjourn. Mack Straw seconded the motion. All present “Aye.” Meeting**  
55 **adjourned. 7:27 p.m.**