

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

APPROVED

August 17, 2023

6:00 p.m.

Conference Room/Electronic Meeting

Board Members:

Present: Sullivan Love - Chair Jay Meacham – Vice Chair David Bunker
Lon Lott Blaine Thomas Chandler Goodwin
Joel Thompson

Electronic: Richard Nielson Chris Condie *Brian Braithwaite

Excused: Mack Straw Mark Christensen Neal Winterton

District Staff: Richard Mickelsen, District Manager
David Barlow, District Engineer
Shannon Hansen, Administrative Manager
Danette Smith, Board Secretary

Others: Mark Bell, Hayes Godfrey Bell Brandon Wyatt, Bowen Collins Associates
Wade Stinson, Aqua Engineering Mark Anderson, Zions Public Finance

Call to Order

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

1. Public Comment

There was no public comment.

Approval of Minutes

1. Approval of the July 20, 2023 Administrative Board Meeting Minutes

Jay Meacham made a motion to approve the minutes of the July 20, 2023 Administrative Board Meeting as presented. Lon Lott seconded the motion. Those voting “Aye” – Sullivan Love, Jay Meacham, David Bunker, Lon Lott, Blaine Thomas, Chandler Goodwin, Joel Thompson, Richard Nielson, and Chris Condie. The motion passed unanimously.

Consent Calendar

1. TSSD Check Register
2. CL-N1: Sundt Pay Request No. 10 (\$2,802,528.35) retainage (\$147,501.49)
3. Olympus Insurance (\$235,000.00)

Blaine Thomas made a motion to approve all items on the Consent Calendar as presented. Chandler Goodwin seconded the motion. Those voting “Aye” – Sullivan Love, Jay Meacham, David Bunker, Lon Lott, Blaine Thomas, Chandler Goodwin, Joel Thompson, Richard Nielson, and Chris Condie. The motion passed unanimously. The motion passed unanimously.

1 **Finance**

2 **1. Financial Report**

3 The financials for June 2023 were in dropbox for review.
4

5 **Action Items**

6 **1. Orege Pilot (\$20,000.00)**

7 Rich Mickelsen said there were questions whether we would have savings on the nine-year return on this if it were
8 successful. Rich said the engineers have confirmed there would be a nine-year return on investment by reducing the
9 hauling costs to two years and remaining seven years on the drying costs the gas will be reduced. This is \$5,000.00
10 shipping and an additional \$15,000.00 for the pilot, if successful. Rich recommends we do this to see if it is something
11 we could do to save money on ongoing operations.
12

13 **Richard Nielson made a motion to approve the Orege Pilot for \$20,000.00. David Bunker seconded the motion.**
14 **Those voting “Aye” – Sullivan Love, Jay Meacham, David Bunker, Lon Lott, Blaine Thomas, Chandler Goodwin,**
15 **Joel Thompson, Richard Nielson, and Chris Condie. The motion passed unanimously.**
16

17 **2. Set a Public Hearing for Impact Fee Enactment for September 21, 2023**

18 Rich said in the board packet there is a draft of the amendment to the impact fee. This is an update on the costs of the
19 projects. The methodology is not changing, just the price of the projects. There is also a draft IFA. We need to set a
20 public hearing date for our next meeting, which is our all-day Board Retreat. Rich said Mark Bell has confirmed that we
21 can have that public hearing during the day. This information was sent to the Homebuilders’ Association for their input,
22 and any feedback received will be incorporated and we will make the board aware of any changes.
23

24 **Blaine Thomas made a motion to set a public hearing date of September 21, 2023 at 11:00 a.m. for a scheduled**
25 **Board Retreat that begins at 8:00 a.m. David Bunker seconded the motion. Those voting “Aye” – Sullivan Love,**
26 **Jay Meacham, David Bunker, Lon Lott, Blaine Thomas, Chandler Goodwin, Joel Thompson, Richard Nielson,**
27 **and Chris Condie. The motion passed unanimously.**
28

29 **3. Approval of the State ARPA Funding Agreement**

30 Rich said the state has graciously awarded the District a \$4 million grant for our Package B - Reuse Projects we are
31 doing. This is an agreement they sent us, which Mark Bell has reviewed it. Rich said we recommend signing this to get
32 the \$4 million.
33

34 **Lon Lott made a motion that the Board direct Rich to move forward with the ARPA Funding agreement.**
35 **Chris Condie seconded the motion. Those voting “Aye” – Sullivan Love, Jay Meacham, David Bunker, Lon Lott,**
36 **Blaine Thomas, Chandler Goodwin, Joel Thompson, Richard Nielson, and Chris Condie. The motion passed**
37 **unanimously.**
38

39 **Communication**

40 **1. Finance Committee Meeting WIFIA Update Report**

41 Mark Anderson, Zions Public Finance, said they have done an analysis on WIFIA as a viable financing source for the
42 District’s upcoming projects. This was looked at twice in the last month before the Feds made the last .25 rate increase.
43 They anticipated about \$5 million savings on a \$198 million dollar borrow (30-year term), but those savings had shrunk
44 to about \$2.3 million when they looked at the beginning of this month. WIFIA can fund a maximum portion of 49% on
45 eligible projects. An advantage of WIFIA is repayment can go out 35 years from project completion and the bonds are
46 callable or pre-payable at any time. Some drawbacks of the program, which could increase the entire project cost are,
47 NEPA compliance, Davis Bacon, American Iron and Steel, Build America, and Buy America Act. Those would apply to
48 the entire project, not just the 49% financed through WIFIA. The District may want to look at the application on a
49 project-by-project basis. You could apply for one project, or you could look at your whole calendar of projects for the

1 next five years and include them in that application. There is no obligation to borrow, it is nice to have as an option.

2 ***Brian Braithwaite arrived. 6:20 p.m.**

3 Chandler said he was concerned about the \$100,000 application fee. Mark said there is no cost to submit a letter of
4 interest, and within 8 weeks they will tell us if we could apply. Chandler said with the application fee, annual
5 surveillance fees charged, and federal regulations, what are the chances of actually saving \$2.3 million. Mark said based
6 on the analysis done a couple weeks ago, they saw that as viable. David Bunker said his biggest issue is taking every one
7 of our projects through that NEPA process, but he has no problem with a letter of intent if that costs us nothing. Rich
8 said the board has already approved that Brown and Caldwell will walk us through NEPA. We must do that for the
9 wetland mitigation project we are doing now.

10 Rich said we are well on the way to having a proper NEPA report ready for funding for the state fund or WIFIA.
11 Lon asked what reason they would say no to our letter of intent. Mark Anderson said they have priorities they like to see
12 with their fund, but he thinks the District's projects would be compatible with the program, and if money is available, it
13 is highly likely that the District will be invited to apply for funding. Rich said the question is going to be whether we
14 want to use that money or go out to bond, private sales, or other avenues of having a chance at getting a better rate. It
15 changes as time goes by and Rich does not want us to take this off the table if it is going to be advantageous for us. Rich
16 said this is not an action item, it is just information. Brian Braithwaite said finance committee wanted to make sure the
17 board had this information before moving forward with a letter of intent as there is no financial obligation.

18

19 **2. Manager's Report**

20 **a. Chemosphere Journal article (Volume 336, September 2023, 138984); Volatile fatty acid production** 21 **from primary and secondary sludges to support efficient nutrient management. Ruby Dias et al.**

22 Rich said we did a study with the University of Utah on the Volatile fatty acid production from primary and
23 secondary digesters to support efficient nutrient management. That report will be published in the journal article in
24 September. We are making progress and our anaerobic digesters are going to work well for us.

25

26 **b. Utah Lake Recovery**

27 Rich said we have scheduled Fox 13 to come out next Wednesday from 1:30-3:30 to see what we are doing with the
28 study on the lake, and how we are trying to recover Utah Lake.

29 **c. Plant Performance**

30 Rich said the plant is running well and that is because staff is working hard. We are starting to reach our limits on
31 our UV, we have a max of 30 mgd and with instantaneous flow we are breaching that for moments of time. The changes
32 we are making for the plant upgrade are not coming too fast, and our timing is right on the edge of things. David Bunker
33 asked the maximum peak we have processed this year. Rich said we hit an instantaneous high flow of 45 mgd and the
34 plant is rated at 30 mgd average. The board should take comfort that we have spent a lot of time to go through this
35 master plan, and we are being very deliberate about it. Staff are working hard to make the plant run well. For example,
36 the total effluent phosphorus is .6 mg/L for yearly average and those phosphorus limits are likely to climb during the
37 hotter months. The oxygen in the water cannot sustain the biology without them releasing that phosphorus, and that is
38 part of what we are going to be upgrading to be able to handle that and trim that phosphorus off. Right now, we do not
39 need to, so we are saving money and still providing good quality water for the environment. We have struggles with the
40 ammonia numbers sometimes, but we work through those. Staff have to put extra effort into maintaining those ammonia
41 numbers.

42

43 **Closed Session**

44 There was no closed session.

45

46 **Adjourn: David Bunker made a motion to adjourn. Chandler Goodwin seconded the motion. All present**
47 **"Aye." Meeting adjourned. 6:29 p.m.**

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