

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

APPROVED

December 15, 2022

6:00 p.m.

Conference Room/Electronic Meeting

Board Members:

Present: Sullivan Love (Vice Chair) Blaine Thomas Richard Nielson
Neal Winterton Mack Straw Lon Lott
Brian Braithwaite Chris Condie

Electronic: Mark Christensen Chandler Goodwin Craig White
Jay Meacham

Excused: David Bunker (Chair)

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

Others: Ryan Bench, Carollo Engineers Wade Stinson, Aqua Engineering
Brandon Wyatt, Bowen Collins Associates Japheth McGee, Zions Public Finance
Johnathan Ward, Zions Public Finance

Electronic: Mark Bell, Hayes Godfrey Bell
Joe Martin, CPA

Call to Order

Sullivan Love, Board Vice Chair, called the meeting to order 6:01 p.m.

Public Comment

There was no public comment.

Approval of Minutes

1. Approval of the November 17, 2022 Administrative Board Meeting Minutes

Richard Nielson made a motion to approve the minutes of the November 17, 2022 Administrative Board Meeting. Lon Lott seconded the motion. Those voting "Aye" – Lon Lott, Mark Christensen, Blaine Thomas, Chris Condie, Craig White, Jay Meacham, Richard Nielson, Neal Winterton, Mack Straw, Sullivan Love and Chandler Goodwin. Brian Braithwaite abstained as he was not present at the November 17, 2022 Board Meeting. The motion passed.

Consent Calendar

1. TSSD Check Register
2. Package B – Tertiary Filtration & UV Disinfection Project Amendment No. 01- Final Design (10-100%) and Bidding Services (Carollo Engineers)
3. Sundt Pay Request No. 2

1 **Chris Condie made a motion to approve all items on the Consent Calendar as presented. Mack Straw**
2 **seconded the motion. Those voting “Aye” – Lon Lott, Mark Christensen, Blaine Thomas, Chris Condie, Craig**
3 **White, Jay Meacham, Richard Nielson, Neal Winterton, Sullivan Love, Brian Braithwaite, Neal Winterton, and**
4 **Chandler Goodwin. The motion passed unanimously.**

5
6 **Financial Report**

7 The October financials are in dropbox. Brian Braithwaite said the Finance Committee met, along with Mark
8 Christensen, to identify ways to improve the financial presentation so we can have clarity on moving forward and where
9 we want to be as we go through these capital projects in the future. Over the next few months, there will be some ideas
10 presented on how to communicate better in projecting what the bond costs are going to be and how that will affect
11 impact fees as well as user rates. Brian said this is for the benefit of the board and input is welcome. Sullivan said he
12 appreciates the work on this, and thinks it is good to have input and additional ideas.

13
14 **Action Items**

15 **1. Adopt TSSD Reimbursement Resolution 2022-04**

16 Rich said this resolution is from our financial advisors, Zions Public Finance. They have advised us to have this
17 resolution to reimburse TSSD for the bonding we will go out for the CL-N1 Project. This reimbursement is for \$35
18 million. It accounts for the impact fee eligible part of the project as well as the beyond 10-year portion this project will
19 support. This resolution ensures we are complying with IRS and audit rules.

20
21 **Brian Braithwaite made a motion to adopt TSSD Reimbursement Resolution 2022-04. Blaine Thomas**
22 **seconded the motion. Sullivan Love, Vice Chair, took a roll call vote. Those voting “Aye” – Sullivan Love, Blaine**
23 **Thomas, Neal Winterton, Mark Christensen, Chandler Goodwin, Mack Straw, Craig White, Brian Braithwaite,**
24 **Jay Meacham, Lon Lott, Chris Condie, and Richard Nielson. David Bunker was not present. The motion passed**
25 **unanimously.**

26
27 **Communication**

28 **1. Manager’s Report**

29 Rich Mickelsen said the plant is running well. The phosphorus numbers are back down, and it is highly likely that
30 we will meet the requirement for this year to stay under the 1.0 mg/L. Also, the BOD numbers are down, and the
31 ammonia is within parameters. Flow is up a little. We are trying to bring in a second meter to confirm those numbers are
32 correct.

33 Rich said we put in for the state ARPA funding and received word that we got an additional \$4 million. This is a
34 one-time thing, and we have to spend it by 2026. Rich will put this in the user rate study we are doing. They want to
35 see an actual project that they are going to fund, and an actual asset. We are looking at the chemical building as part of
36 it, and the engineer is getting together a detailed estimated cost.

37
38 **Adjourn: Mack Straw made a motion to adjourn. Chris Condie seconded the motion. All present “Aye.”**
39 **Meeting adjourned. 6:13 p.m.**