

TIMPANOGOS SPECIAL SERVICE DISTRICT  
ADMINISTRATIVE BOARD MEETING MINUTES

APPROVED

December 16, 2021

6:00 p.m.

Conference Room

**Board Members:**

**Present:**

David Bunker	Chandler Goodwin	Mack Straw
Sullivan Love	Mark Christensen	Blaine Thomas
Richard Nielson	Craig White	John Goodman
*Brian Braithwaite	*Jay Meacham	*Chris Condie

**Excused:**

Dale Ihrke

**District Staff:**

Danette Smith, Board Secretary

**Others:**

Brandon Wyatt, Bowen Collins and Assoc.	Wade Stinson, Aqua Engineers
Kasey Chesnut, Horrocks Engineers	*Craig Carlile, Ray Quinney & Nebeker
Chris Listfeld, Crown Castle/Dish Wireless	

**Call to Order**

David Bunker, Board Chair, called the meeting to order 6:03 p.m.

**Public Comment**

Chris Listfeld, Crown Castle/Dish Wireless, said they have a cell tower lease agreement with the District. There was an amendment to that agreement in 2019 and that lease expires in 2039. Chris said he was present on behalf of Dish Wireless, who are attempting to install on the cell tower. They are proposing a 5 x 7 platform for Dish within the existing 40 x 40 fenced compound. The antennas are proposed to be installed 107 feet below the existing carrier on existing monopole. Chris said, from their position, it is a fairly innocuous installation. It would still be an unmanned facility, and most people wouldn't notice the change. There is a consent provision in the current lease agreement and Chris said he understands that went sideways. Chris said from reviewing the previous board minutes, he understands that Rich Mickelsen was directed to walk away from this amendment. Chris is hoping they can continue in some way, noting how much longer they have on their lease agreement, and also the urgency for Dish Wireless, who are under a mandate with their license agreement by the FCC to build so many sites for this market. They need to be on air next year, which also means they also need to be under construction next year.

David Bunker thanked Chris for his comments. David said the Board did look at and discuss this in previous meetings. David asked Chris to leave his contact information and he would be in contact with him. Chris said if there were personality issues, they are happy to move people around. Chris said he also saw some inaccuracies in the minutes and wanted to make sure his comments were on record and addressed.

**Approval of Minutes**

**1. Approval of the November 18, 2021 Administrative Board Meeting Minutes**

Mark Christensen said he was informed that the board had a discussion at the November meeting regarding remote electronic access to board meetings. That discussion does not appear in the November board minutes. Mark said he was the one passionate about this issue and brought it up, and as it was discussed without him being in attendance, he would like to reconsider that item at some point. David Bunker said he felt we should table the minutes and make sure this discussion and comments are included and then we will revisit that issue.

**Craig White made a motion to table the minutes of the November 18, 2021 Administrative Board Meeting. Sullivan Love seconded the motion. Those voting "Aye" – David Bunker, Mack Straw, Mark Christensen, John**

1 **Goodman, Blaine Thomas, Craig White, Richard Nielson, Sullivan Love and Chandler Goodwin. The motion**  
2 **passed unanimously.**

3 \*Brian Braithwaite and Jay Meacham arrived. 6:07 p.m.

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5 **Consent Calendar**

6 **1. COP Pay Request #5**

7 **2. Jet Truck Order**

8 David Bunker said there are two items on the consent calendar and the District Manager has reviewed those with the  
9 committees, and the information is in the packet.

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11 **Chandler Goodwin made a motion to approve the Consent Calendar. Mack Straw seconded the motion.**  
12 **Those voting “Aye” – David Bunker, Mack Straw, Mark Christensen, Brian Braithwaite, John Goodman, Blaine**  
13 **Thomas, Craig White, Richard Nielson, Jay Meacham, Sullivan Love and Chandler Goodwin. The motion**  
14 **passed unanimously.**

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16 **Financial Report**

17 Joe Martin was not in attendance. The October financials were in the board packet for review.

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19 **Action Items**

20 **1. Hauling Contract**

21 David Bunker said we received one bid from MB & Sons LLC for the biosolids hauling services. David Bunker said  
22 he has talked with Rich and his recommendation was to accept this hauling contract with MB & Sons LLC. Brian said  
23 he had concerns that we only got one bid. David Bunker said he thinks that is the market we are in right now.

24  
25 **Blaine Thomas made a motion to go with Rich’s recommendation to accept the biosolids hauling contract with**  
26 **MB & Sons LLC.**

27 Mark Christensen asked if we will be within the current budget with this new contract or will that require a future  
28 budget amendment. David Bunker said his understanding is it will require a future budget amendment. Mark asked  
29 when we would expect that budget amendment and how soon until we are out of budget. David said that would be a  
30 question for Joe Martin. Mark said he can support the motion; his only concern is that we rectify the budget discrepancy  
31 by getting a budget amendment queued up to rectify that based on our proposed hauling needs. David asked if the  
32 motion could be amended to include Mark’s remarks.

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34 **Blaine Thomas amended the motion to accept the biosolids hauling contract with MB & Sons LLC and to**  
35 **rectify the budget discrepancy by getting a budget amendment queued up based on the District’s proposed**  
36 **hauling needs. Mark Christensen seconded the motion. Those voting “Aye” – David Bunker, Mack Straw, Mark**  
37 **Christensen, Brian Braithwaite, John Goodman, Blaine Thomas, Craig White, Richard Nielson, Jay Meacham,**  
38 **Sullivan Love and Chandler Goodwin. The motion passed unanimously.**

39 \*Chris Condie arrived. 6:11 p.m.

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41 **Communication**

42 **1. Managers’ Report**

43 Rich Mickelsen was not in attendance. The manager’s report was in the board packet for review.

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45 **Jay Meacham made a motion to go into closed session for personnel issues. Brian Braithwaite seconded the**  
46 **motion. Board Chair, David Bunker took a roll call vote. Those voting “Aye” – David Bunker, Mack Straw,**  
47 **Mark Christensen, Brian Braithwaite, John Goodman, Blaine Thomas, Chris Condie, Craig White, Richard**  
48 **Nielson, Jay Meacham, Sullivan Love and Chandler Goodwin. The motion passed unanimously. 6:12 p.m.**

49 **Closed Meeting**

50 \*Craig Carlile arrived. 6:20 p.m.

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**Jay Meacham made a motion to return to open session. Brian Braithwaite seconded the motion. Those voting “Aye” – David Bunker, Mack Straw, Mark Christensen, Brian Braithwaite, John Goodman, Blaine Thomas, Chris Condie, Craig White, Richard Nielson, Jay Meacham, Sullivan Love and Chandler Goodwin. The motion passed unanimously. 6:42 p.m.**

**Adjourn: Mack Straw made a motion to adjourn. Blaine Thomas seconded the motion. All present “Aye”. Meeting adjourned. 6:43 p.m.**