

TIMPANOGOS SPECIAL SERVICE DISTRICT
ADMINISTRATIVE BOARD MEETING MINUTES

APPROVED

February 21, 2019 6:00 p.m. Conference Room

Board Members

Present: David Bunker Dale Ihrke Sullivan Love
Blaine Thomas Mark Christensen *Brian Braithwaite
Mack Straw Craig White Chandler Goodwin
Lynn Walker Commissioner Bill Lee

Excused: Chris Condie Jay Meacham

District Staff: Richard Mickelsen, District Manager
Shannon Hansen, Human Resource/Administrative Assistant
David Barlow, District Engineer
Joe Martin, CPA
Danette Smith, Board Secretary

Others: Craig Carlile, Ray, Quinney and Nebeker
Brandon Heidelberger, Brown and Caldwell
Brandon Wyatt, Bowen Collins & Associates
Randal Zollinger, Jacobs
Brad Rasmussen, Aqua Engineering
Scott Roger, Aqua Engineering

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 January 17, 2019 Administrative Board Meeting Minutes

Dale Ihrke made a motion to approve the minutes of the January 17, 2019 Administrative Board Meeting. Sullivan Love seconded the motion. Those voting "Aye" – David Bunker, Dale Ihrke, Mark Christensen, Mack Straw, Blaine Thomas, Lynn Walker, Craig White, Commissioner Lee, Sullivan Love, and Chandler Goodwin. The motion passed unanimously.

Consent Calendar

1. Board Authorization for Pre-Qualified Engineering Firms from SOQs – Aqua Engineering

Rich said Aqua Engineering has expertise in some of the new state of the art technologies for wastewater. They have gone through the Engineering Committee and scored well enough to be put on the SOQ list. Rich recommended the board approve them.

Blaine Thomas made a motion to approve the Consent Calendar. Lynn Walker seconded the motion. Those voting "Aye" – David Bunker, Dale Ihrke, Mark Christensen, Mack Straw, Blaine Thomas, Lynn Walker, Craig White, Commissioner Lee, Sullivan Love, and Chandler Goodwin. The motion passed unanimously.

1
2 **Finance**

3 **1. Financial Report**

4 Joe Martin said the December financial statements are not ready as we are preparing for our annual audit. We
5 should be able to look at the December financial statements next month. The auditors should be here to report in
6 April. Last month we talked about looking at ERUs, instead of just total impact fee revenues. Joe said there is a
7 graph in the board packet that shows the ERUs for each month. The impact fee report shows everything has been
8 turned in for 2018. We budgeted \$5.743 million for impact fees in 2018 and collected \$6.8 million. Joe said the
9 auditors have sent out a confirmation to each city for 2018 impact fees. David Bunker commended all the entities
10 for remitting their impact fees in a timely manner. Mark Christensen asked Joe if he could include the residual
11 capacity in the plant. David Bunker said that is something Rich would need to look at carefully with engineering.
12 There are different components of the plant where capacity may be different. That may take a little time to get that
13 information.
14

15 **Action Items**

16 Rich said he met with the Administrative Committee Meeting. They informed him that he has been moving a
17 little too quickly and should have been getting board approval on some contracts and purchases. It says in the By
18 Laws, Article VII Section 6 - major expenditures have to be approved by the board. A major expenditure is one in
19 excess of \$50,000. In the District's Procurement Policy, Section III.B - the Board must approve all expenditures of
20 the District; provided however, and except as expressly required by this Policy, said review shall not be a prerequisite
21 to making any expenditure. Rich said he had been going off the assumption that we went through the budget review
22 process, and we have all these projects, so he has been moving forward with those.
23

24 **1. ICTech Contract: SCADA Systems November 08, 2018**

25 Rich said he signed two contracts, that he is going to need ratification on. The first one is with ICTech, who do
26 our SCADA System. It is a time contract, with an hourly rate. Dale said the District Manager is allowed to sign up
27 to \$15,000, if it goes over that, he needs to go the board. David Bunker said this does not have a total amount that
28 exceeds that, but it is a contract, so it is being brought to the board for approval. Mark said this contract will quickly
29 pass \$15,000. We just want to make sure, as a board, to ratify and approve it. Commissioner Bill Lee asked if Craig
30 Carlile sees and reviews these contracts. Rich said yes. Dale asked how much is typically spent on this. Rich said
31 if you look at the Capital Improvements Projects list, there is one project for \$164,000 which includes the purchase
32 of the hardware. ICTech is installing it, and his costs are usually about 10% of those costs, so around \$16,000.
33 Another one is replacing and reprogram OIT in the plant, which is \$88,000. He is installing and programming those.
34 About \$24,000-\$30,000 so far this year is going to ICTech directly, and not for equipment. Mark Christensen said
35 his city uses ICTech for all of their SCADA work and he does a phenomenal job. Mark is comfortable with the
36 concept of what is happening. Mark said there are a lot of projects we are doing, and he would support us moving
37 forward.
38

39 **Mark Christensen made a motion to approve the ICTech Contract for maintenance as well as approve the**
40 **contract for the other ICTech items that were listed in the board packet for the month. Blaine Thomas**
41 **seconded the motion. Those voting "Aye" – David Bunker, Dale Ihrke, Mark Christensen, Mack Straw,**
42 **Blaine Thomas, Lynn Walker, Craig White, Commissioner Lee, Sullivan Love, and Chandler Goodwin. The**
43 **motion passed unanimously.**
44

45 **2. Bowen & Collins Contract: Dewatering Building Capacity Improvements January 17, 2019**

46 Rich said we have four dewatering presses and we operate three of those on a daily basis. With the agreement to
47 no longer compost after 2020, we will go solely to landfilling. The landfill is only open 5 days a week, so we will no
48 longer dewater on Saturdays and Sundays and will need to increase our capacity by one third. The board approved a
49 budget to purchase two additional presses. Those additional presses need some engineering support to make sure we
50 are putting them in the right location. Rich said he has asked Bowen and Collins to do that project. They have a

1 Master Service Agreement with us. Bowen and Collins were chosen because they initially designed, installed and
2 built the dewatering building. Rich now needs ratification for the contract he has signed with Bowen Collins.

3 Those presses were ordered because they will take six months to build. It was \$921,500 for two presses. The
4 contract with Bowen Collins would cover the installation of the presses and the polymer feed system, which has been
5 ordered. Mark Christensen asked about the sole source on the presses. Rich said we have presses already in house
6 and we wanted to buy the same presses. Andritz is the only company that provides that same press. Craig Carlile
7 read the state code on sole source procurement 63G-6a-802. Craig said to justify this, it would be that we have a
8 system in place and we need to be consistent. We want the belt presses to be same, and there would be transitional
9 costs, including transitioning all the belt presses to a different system to have the consistency needed to operate the
10 plant. That would justify the sole source, that needs to be in writing, which Rich would need to do. David Bunker
11 said our own code on sole source supply says a contract may be awarded without competition when the chief
12 procurement officer, in this case our District Manager, determines in writing, after conducting a good faith review of
13 available resources, that there is only source for the required supply, service, or construction item. David Bunker
14 said it references the same state code; obviously when we have systems that need to be compatible with each other
15 that is a reason it could be sole source. Dale Ihrke asked if this is owner purchased or purchased by a contractor.
16 Rich said it is owner purchased, we already procured it. Rich said it was advantageous for us to order so we could
17 get in the queue, so they would be built, we could receive them. David Bunker said in the board packet there is
18 Bowen Collins proposed fee and schedule. Rich said that contract comes out to \$78,757.00.

19 *Brian Braithwaite arrived. 6:25 p.m.

20
21 **Craig White made a motion to ratify the agreement with Bowen Collins and Associates for the Dewatering**
22 **Building Capacity Improvements Project. Sullivan Love seconded the motion. Those voting "Aye" – David**
23 **Bunker, Dale Ihrke, Mark Christensen, Mack Straw, Brian Braithwaite, Blaine Thomas, Lynn Walker, Craig**
24 **White, Commissioner Lee, Sullivan Love, and Chandler Goodwin. The motion passed unanimously.**

25 26 **3. CIP Expenditures**

27 David Bunker said this CIP list includes the belt presses, and polymer feed system, which was just discussed.
28 Also, there is the backup service, addition of power meter to SCADA and replace existing CPU along with replace
29 and reprogram OIT in plant. Those items are associated with ICTech. Rich said the information regarding these
30 purchases are in dropbox. We have not paid for these yet, but they have a requisition and have been ordered. Dale
31 asked if the board is being asked to approve these items without seeing and approving the contract. Rich said he has
32 those and will put them in dropbox. All the items on this CIP list have been ordered

33
34 **Mark Christensen made a motion to approve the two belt presses, and Polymer Feed System, contingent**
35 **upon Rich supplying to the board the justification mentioned for sole source, and that is signed off by the**
36 **Board Chair that it is sufficient. Brian Braithwaite seconded the motion. Those voting "Aye" – David**
37 **Bunker, Dale Ihrke, Mark Christensen, Mack Straw, Brian Braithwaite, Blaine Thomas, Lynn Walker, Craig**
38 **White, Commissioner Lee, Sullivan Love, and Chandler Goodwin. The motion passed unanimously.**

39
40 **Mark Christensen made a motion to approve the Backup Service, Addition of Power Meter to SCADA,**
41 **Replace Existing CPU and Replace and Reprogram OIT, which is consistent with the ICTECH contract.**
42 **Brian Braithwaite seconded the motion. Those voting "Aye" – David Bunker, Dale Ihrke, Mark Christensen,**
43 **Mack Straw, Brian Braithwaite, Blaine Thomas, Lynn Walker, Craig White, Commissioner Lee, Sullivan**
44 **Love, and Chandler Goodwin. The motion passed unanimously.**

45
46 Rich said the next item on the CIP expenditures list is the Freightliner Jet truck Chassis and Vac truck body for
47 collections. Rich said we are doing a ten-year replacement plan on those and we are on year eleven. Rich said this is
48 purchased from a state contracted supplier. Brian said with that policy, there may be times when equipment is
49 impacted worse and replacement may need to be moved up a couple years; there may be some good years and we
50 could extend out a couple years. That is for Rich to come back to the board for discussion whether that costs more to

1 maintain than to keep. Rich said he has not looked at maintenance logs, he is going off of recommendations from
2 staff. Once we have the asset management and management plus finished, he can produce and generate the report
3 Brian is talking about. Rich said there is \$1,337,000.00 in the approved budget for fleet purchases.
4

5 **Brian Braithwaite made a motion to approve the Freightliner Jet Truck Chassis and the Vacall Jet Truck**
6 **Body for a total amount of \$394,209.16, as presented. Commissioner Bill Lee seconded the motion. Those**
7 **voting “Aye” - David Bunker, Dale Ihrke, Mark Christensen, Mack Straw, Brian Braithwaite, Blaine Thomas,**
8 **Lynn Walker, Craig White, Commissioner Lee, Sullivan Love, and Chandler Goodwin. The motion passed**
9 **unanimously.**

10
11 Rich said the next items on the CIP list are the Freightliner Super Dump chassis/bed and pup trailers. The
12 Administrative and Engineering Committees want to cancel that order. There has been some engineering of those, so
13 we talked to the manufacturer about the cost if we cancelled this purchase contract. They said there is typically a
14 restocking fee, but they have so many orders they are willing to verbally waive that fee.

15 Rich explained his thinking in ordering the super dumpers. The settlement agreement says we will limit the
16 production of our compost starting in 2016 and decrease every year through 2020, when composting will come to an
17 end. We are taking more biosolids to the landfill every year versus how much we are composting. This year we are
18 hauling 500 tons a week, 100 tons day/ 5 days a week. By 2021 we will need to send everything to the landfill, 146
19 tons day/5 days a week, 730 tons per week.

20 Rich said come June 1, 2019 North Pointe will no longer accept biosolids at the transfer station, so we will need
21 to haul to Bay View Landfill. Also, the tipping fee will go from \$15/ton to \$30-\$40/ton. Rich said they previously
22 said they had a 100-year capacity and we could take all the solids we wanted. They are now saying they will not be
23 able to handle it, as it is not mixing in with the garbage and they are not getting compaction. They want a ratio of
24 80% garbage and 20% biosolids. Bayview is willing to accept 52-60 tons/day. Bay View is 90 miles round trip.
25 Rich said he met with Wasatch Regional yesterday. They are 180 miles round trip. Rich said he took direction from
26 the Engineering Committee on getting a contract in place with Wasatch to take our solids. They say they have
27 limited space because they also have a garbage to solids ratio and other facilities take their biosolids there. We want
28 to get in the queue and reserve a space to haul there.

29 Rich said the last couple of months we went through truck trials for hauling. A truck and pup hauled 26 tons to
30 Bayview. The cost per year would be \$1,205,769. The side dump worked well but could only haul 13 tons. The
31 cost per year would be \$1,286,154. Rich said we tried a super dump and it worked. It was safe, it was versatile and
32 could haul 30 tons a trip if we ran a super dumper and a pup. The cost would be \$1,023,077. Brian asked if the cost
33 per year includes the mileage and fuel. Rich said yes, it is having a contractor haul it for that price. Our biosolids are
34 too soupy for the walking floor truck.

35 Rich said we received quotes from trucking companies. They gave us cost per hour, and we added that in with the
36 miles. Rich said he also calculated the costs of TSSD hauling. He included costs for 2 employees, including
37 benefits, purchasing 3 super dumpers, pups, and O & M costs. That estimate included two loads to Wasatch and two
38 loads to Bay View. The cost estimates are from now until 2020. Costs will go up in 2021. With these costs
39 calculated, it looked like TSSD hauling would be less. Rich ordered those super dumpers and pups based on those
40 costs. Rich wanted the board to know he was trying to do the right thing in ordering those, but he knows now that he
41 moved too quickly. If we cancel this order and decide we want to do this in a few months, we will not see trucks
42 until mid-next year.

43
44 **Mark Christensen made a motion to cancel the purchase of the Super Dumpers/ Pups and direct staff to go**
45 **out and do a formal RFP for the process that Rich has demonstrated. Dale Ihrke seconded the motion. Those**
46 **voting “Aye” - David Bunker, Dale Ihrke, Mark Christensen, Mack Straw, Brian Braithwaite, Lynn Walker,**
47 **Craig White, Commissioner Lee, Sullivan Love, and Chandler Goodwin. Those voting “Nay” -Blaine**
48 **Thomas. The motion passed.**

1 Brian said for the first year we can get our arms around this and get the bids, to get a better picture. Rich said he
2 is fine with that, he was just trying to move forward. Mark said his biggest concern is that he is not sure we
3 understand the full impact of the liability associated with being in the hauling business. Mark said if the numbers
4 come back in favor of us hauling, then Rich will win supporters. Brian said it is possible that we may not be able to
5 get indemnified completely. If a truck went over, they would have some insurance, but we are the deeper pockets.
6 We may end up with that liability either way. Dale said Craig White's District is hauling out to Wasatch Regional,
7 and they do not respond if there is a spill, the contractor does.

8
9 Also, on the CIP Expenditures list is a replacement dump bed for \$23,030.00. Rich said that is an older truck we
10 use to haul and move material here on site. We would like to keep that and replace the bed. That is through state
11 contract. Chandler asked if the replacement bed is below the threshold that the board does not need to approve it.
12 David said in the TSSD Employee Handbook under section 10.8.2c, it states that any purchase in excess of \$5,000
13 but not exceeding \$15,000 requires a signature of the procurement officer and the District Board Chairman. Brian
14 said that means if the board approves the budget and there is a \$15,000 purchase, David and Rich could sign off.
15 Mark said typically it is viewed that if that line item had specifically been identified and the budget approved, then
16 what Brian is saying is correct. Where it is a block of money and a replacement fund then we never have approved
17 that specific purchase. Brian said as we get this capital program in place, having specific things come up during the
18 year, we can have discussion, because it can be identified. As long as the amount falls within a certain range, we do
19 not need to have it come up again if it is identified in the year's budget.

20 Rich said in the packet there is a list of checks greater than \$15,000. There is the bond payment, monthly utility
21 payments, hauling costs, and benefits payments. Rich wants to be clear what he needs to bring to the board, to meet
22 those requirements, so he is not coming back in the same situation. Mark clarified that if the line item says hauling
23 to North Pointe, a utility payment, Rich can pay those, as it is specific enough the board knows what they are. Under
24 a capital project and it is just a under a number with no reasonable specificity, Mark thinks Rich needs to come back
25 to the board. Mark said Joe needs to make sure it is clear enough in the budget and that we are identifying that.
26 Mark said he is fine with Rich signing off on the benefits. Brian said the Zions Bank bond payment is an agreement
27 we have, we have obligated ourselves and we as a board have agreed to that amount. Mark said we have an
28 amortization schedule that shows our bond indebtedness. Mark said if there is enough specificity, and contracts have
29 been approved and within the terms of the contract, sign those.

30 Sullivan asked if we need to look at changing that amount, it becomes complicated if we have to wait a month to
31 approve some expenditures. David Bunker said that is a discussion we need to have. David said for now, we need to
32 make sure we follow our rules and regulations. David Bunker said Craig Carlile can reread that section and make
33 sure we are all clear from a legal standpoint. If \$15,000 is too low, we can have that discussion at another time, if the
34 board feels it is appropriate to adjust. David Bunker said personally he feels it should be adjusted. Craig Carlile said
35 he would look at that. It needs to be done in connection with the By-Laws. Craig White said the problem with the
36 debt service payment is that is generally made with a wire transfer. Joe said the check in the register is made to
37 Zions Bank. In our books that it is a bank transfer going from Bank of American Fork to Zions. We reconcile that,
38 and it will be recorded. Craig White said his auditors have recommended they put it under the consent calendar, for
39 notification of debt service payment, and it is approved under consent and documented.

40
41 **Chandler Goodwin made a motion to approve the purchase of the replacement dump bed. Sullivan Love**
42 **seconded the motion. Those voting "Aye" - David Bunker, Dale Ihrke, Mark Christensen, Mack Straw, Brian**
43 **Braithwaite, Blaine Thomas, Lynn Walker, Craig White, Commissioner Lee, Sullivan Love, and Chandler**
44 **Goodwin. The motion passed unanimously.**

45
46 Dale Ihrke asked if the board can get copies of the contracts put in the board packet in the future. Rich said yes.
47 David Bunker said we will also put on the consent calendar any purchases that exceed the limit that the board needs
48 to approve.

1 **4. Bowen & Collins Scope and Fee Proposal for the 2019 Plant Drain Improvements Project**

2 Rich said this contract is in the packet. The total cost is \$16,631. This is to line the plant drain from the
3 dewatering building back to headworks as protection if we add chemical. Rich said we have a phosphorus variance
4 from DWQ. We have until December 31, 2021 to get below 2.6 mg/L total phosphorus, until December 31, 2023 to
5 get below 1.5mg/L, and by January 1, 2024 we have to be below 1 mg/L. Rich said for last year, we are at an
6 average of 1.3 mg/L. We have learned through work with Brown and Caldwell, that the reason we do not always
7 stay below 1 mg/L is during the warm months, our aerobic digester is releasing the phosphorus back in to our system
8 and we cannot handle that load. Rich said he has approached the phosphorus solution with testing schedules, and
9 chemical feed addition after dewatering. We have budget \$300,000 to line the plant drain. Part of that is using
10 Bowen Collins to go out and get the services we need to do this project. Dale asked if this is a temporary or
11 permanent solution. Rich said this is a permanent solution to protect our line. Dale asked if we determine we need to
12 put chemical in, is this going to be a permanent system or a temporary system to see if it is going to work. Rich said
13 he knows if he adds chemical at this location, phosphorus will get down to the 1mg/L required. Rich said he has
14 tested chemical at this location and it did work. Rich said it is not the desired location, but it does work.
15

16 **Dale Ihrke made a motion to approve the contract with Bowen Collins & Associates for the Plant Drain
17 Improvement Systems for \$16,631.00. Brian Braithwaite seconded the motion. Those voting "Aye" - David
18 Bunker, Dale Ihrke, Mark Christensen, Mack Straw, Brian Braithwaite, Blaine Thomas, Lynn Walker, Craig
19 White, Commissioner Lee, Sullivan Love, and Chandler Goodwin. The motion passed unanimously.**
20

21 **5. Jacobs Contract: Utah Lake Solution**

22 Rich said if we can keep aeration in the digester that we have, hopefully we would not lose the phosphorus in the
23 dewatering process and we wouldn't need to do the chemical addition. Rich said he has talked about using the
24 ecology and the phosphorus in the Utah Lake. Jacobs has introduced the idea, that if we add chemical after the UV
25 Building and settle out in the wetlands, we can propose and share that information with DWQ and can get credit for
26 removing phosphorus through our wetlands. If we put a third of our flow through this process and do chemical
27 addition, then we can get down to .1 mg/L or lower on our phosphorus. Rich said he wants to utilize the one third
28 credit. Rich wants to look at a carp removal study to see if we can get vegetation growing back in with a fish
29 enclosure. If we can show the total phosphorus at .1 mg/L, and what happens to the lake; will it recover and become
30 what they are hoping it will be if we get that low. The recommendation from Jacobs, is we go for the RFI that Utah
31 Lake Commission asked for a couple of weeks ago. We will team up with other organizations like USU, BYU, the
32 Utah Lake Commission, WFWQC, and CUWCD. Last year the legislature awarded \$500,000 to study Utah Lake.
33 Rich submitted to get some of that \$500,000 to support us in this study. Rich said this study will be advantageous to
34 us, if when they get done with their study of what the lake used to be like and what it is like now, will they require us
35 to meet that level and is it going to be beneficial if we get to that level? Rich said to do this study and get the buy in
36 from Erica Gaddis, DWQ, and Eric Ellis, Utah Lake Commission.

37 Rich said if we remove all the phosphorus down to the 1 mg/L, it is not going to help unless the ecology comes
38 back. Dale said he sees three aspects to this contract, the carp enclosure, using our wetlands to see if we get some
39 phosphorus removal with chemicals and adding alum to Utah Lake. Rich said we will be adding alum as part of our
40 chemicals to our effluent. There has been preliminary work done this last year where they added alum to Lindon Bay
41 and they were able to get significant algae reduction. We want to document that as another solution. David Bunker
42 said our By-Laws say for procurement in excess of \$50,000 we would go out to a public bid. David does not know
43 that professional services fall in that. Craig Carlile said professional services are another section of the code. Craig
44 White said for professional engineering services you have the right to give it to one firm, once you ask two firms to
45 bid, you have to open up to everyone else.
46

47 **Dale Ihrke made a motion to approve the proposal as submitted by Jacobs for Utah Lake Solutions for
48 \$95,183.00. Blaine Thomas seconded the motion. Those voting "Aye" - David Bunker, Dale Ihrke, Mark
49 Christensen, Mack Straw, Brian Braithwaite, Blaine Thomas, Lynn Walker, Craig White, Commissioner Lee,
50 Sullivan Love, and Chandler Goodwin. The motion passed unanimously.**

1
2 **6. Sewer Revenue Bond 2010B Payment**

3 The board discussed this earlier and it does not need board action.
4

5 **7. Emergency Purchase of two 400 hp Aerzen Blowers for the West Side**

6 Rich said as the board knows this has been a problem here for some time. Rich said when he first came to the
7 District, an RFP was put out for blowers that were Integrated Gear Technology (IGT). Rich said that was slowed
8 down in September as he looked at the documentation closely and the state had not given us their buy in on the
9 reduction of air required at our facility. These blowers have been in operation for about eight years, where we have
10 had problem after problem. Brown and Caldwell went to the state and argued that we did not need that much air.
11 The state reduced our air demand by nearly half. On the west side we would need five blowers, four to run and one
12 would be backup. Rich said he visited with multiple different manufacturers. Aerzen is the company that purchased
13 the K-Blower technology and improved on that technology. They came out and did an assessment of our facilities.
14 They noted on the west side, there were two of the eight blowers that were operational.

15 Rich said we need to continue to move forward with our integrated gear proposal that we started back in August
16 of last year. Rich does not know if these blowers are going to last during the next twenty months it is will take to go
17 through the RFP and move to the new IGT. It is Rich's recommendation to the board that we buy two Aerzen
18 Blowers for the price of \$367,500.00. Craig White said he assumes we are taking this under the path that this is a
19 true emergency and it is not a sole source, as there is a difference in how you handle it. Rich said he believes it is a
20 true emergency. When they came here there were only two blowers left that were operational. Craig White said if
21 you get two to replace, would you down the road say this has now become sole source and want to replace the others
22 with this technology. Rich said no, staff still thinks the IGT is the route to go and that is the way would like to
23 continue to move forward. Rich said we are looking at putting three IGT in conjunction with these two Aerzen
24 Blowers, to be the five we would need on that west side to be operational. It would be written into the RFP, that
25 whoever is coming in with the IGT, would have to incorporate these two Aerzen Blowers. David Bunker asked to
26 include in the motion the conditions of emergency procurement. Brian said the motion can include that it is an
27 emergency; the description is what Rich will need to put together for that emergency. Craig Carlile said the state
28 code for Emergency Procurement 63G-6a-803 (1) "Notwithstanding any other provision of this chapter, the chief
29 procurement officer or the head of a procurement unit with independent procurement authority may authorize a
30 procurement unit to engage in an emergency procurement without using a standard procurement process if the
31 procurement is necessary to: b) "mitigate a circumstance that is likely to have a negative impact on public health,
32 safety, welfare, or property." David Bunker said we need to have that written determination in the file. Rich said he
33 would do that.
34

35 **Brian Braithwaite made a motion to approve the purchase of two AT400 Replacement Blowers for the K-**
36 **Turbo Blowers we have, under an emergency need to have additional blowers available for operational needs,**
37 **and for the amount of \$367,500.00. Mack Straw seconded the motion.**

38 Commissioner Bill Lee said the emergency basis is negative impact on public health, safety, welfare. How is it
39 documented that we are having a health, safety and welfare discussion and not just an operational dysfunction? Rich
40 said having large amounts of sewage going through the plant untreated, constitutes a health hazard to the public.
41 Brian said we have never been out of compliance since he has been on the board nor have we had an emergency
42 where we had to discharge unprocessed sewage into the lake. Brian said it is worth making sure we have the
43 equipment in place, so that we do not have a blemished record. Rich agreed.

44 **Those voting "Aye" - David Bunker, Dale Ihrke, Mark Christensen, Mack Straw, Brian Braithwaite,**
45 **Blaine Thomas, Lynn Walker, Craig White, Commissioner Lee, Sullivan Love, and Chandler Goodwin. The**
46 **motion passed unanimously.**
47

48 **8. Brown and Caldwell Task Order TSSD-2019-01: Process Aeration System Upgrades – Services During**
49 **Construction**

1 Rich said Brown and Caldwell are currently under contract for our blower process. They are insuring the two
2 Aerzen Blowers will fit in our system and meet all the requirements required by the state. Also, they will re-prepare
3 the RFP to go out for Integrated Gear Technology (IGT), and we will move forward with that. This task order will
4 take us through construction. The total cost for this is \$309,600. They will manage the project through the whole
5 new blower replacement project, not just the two Aerzen blowers.

6 Mark Christensen asked how Brown and Caldwell were selected for this. Rich said they are already on staff to
7 do the design, and he didn't want to different firms doing the design and construction. Mark Christensen said we
8 spent a lot of money on all of this, and it seems like Brown and Caldwell are getting all the work associated with it.
9 Mark wants to make sure we are getting competitive bids, especially for contracts this large. David Barlow said their
10 fee for this is about 3% of the construction costs. Often you see that go up to 7% or 8%. Mark said this is a big
11 number and he thinks firms will be competitive. We have no way of knowing whether it is a good price as we don't
12 have another bid to verify it. David Barlow said the original contract was for design through bid. It is not
13 uncommon to have an engineer do the design, then once it is bid, submit another scope and fee for the construction
14 management. Typically, you have the same engineer do that. Mark said his city just did a \$10 million sewer project,
15 and the company that did the design was not the successful bidder on the project management and were substantially
16 not the lowest bidder.

17 Dale said we had originally budgeted \$4 million for this whole project, then there were additional costs and it
18 went up to \$10 million. Dale said he believes he missed a meeting and is out of the loop in what happened with that.
19 When we compared the high-speed turbos, IGT and multi-stage, and decided to go with IGT, there was a big cost
20 component. Did the project amount change the outcome of the weight of one over the other? Brandon Heidelberger,
21 Brown and Caldwell said the \$4 million comes from an earlier number that was presented to the board for a cost of
22 blowers only. Brandon said this project entails more than just the blowers. There are also improvements in the
23 aeration system; controls and valves will put into the basins as well as the blowers. Brandon said as far as the
24 different types of blowers, life cycle costs, it is really not that much difference.

25
26 **Brian Braithwaite made a motion to approve Task Order TSSD-2019-01 Process Aeration System**
27 **Upgrades for the amount of \$309,600.00 to Brown and Caldwell for the engineering and implementation of the**
28 **two Aerzen Blowers purchased as well as the services, construction and upgrades to our aeration system**
29 **through design and implementation. Sullivan Love seconded the motion.**

30 Commissioner Bill Lee clarified that accepting this motion means not going through an RFP process. David
31 Bunker said correct, it would fall under the master services agreement we have with Brown and Caldwell.

32 **Those voting "Aye" - David Bunker, Dale Ihrke, Mack Straw, Brian Braithwaite, Blaine Thomas, Lynn**
33 **Walker, and Sullivan Love. Those voting "Nay" - Mark Christensen, Craig White, Commissioner Bill Lee,**
34 **and Chandler Goodwin. The motion passed with a majority.**

35 36 **Communication**

37 **1. Manager's Report**

38 Rich said he was there when the House passed HB 32: Rulemaking Fiscal Accountability Amendments. It went
39 to the Senate, where they made changes that didn't have much to do with what we were trying to accomplish. It
40 should be getting passed soon. If there is a rule that DWQ passes that requires us to do anything that will cost us \$2
41 million or more to implement, it would go to the legislators for a vote. Rich said we hired a new lab director, Brian
42 Selck, and he will start February 27, 2019. He will introduce him at next board meeting.

43 Rich updated the board on the CIP schedule. We tried to get Stantec on board to help with the Aerobic Digester
44 Improvements but were unsuccessful to come to contract agreements. We are still interested in looking at other firms
45 that will help us with that. David Barlow said the Headworks/Collection Shop Improvements project has been
46 designed by Horrocks. Bid are due March 11th with a recommendation for award at the March Board meeting. Rich
47 said we had \$180,000 in the budget for the Upgrade City Flow City Meters. ICTech is testing one line now to make
48 sure we can get the flow numbers here at the plant, and not relying on the readings from the operators. If that is
49 successful, we will do it with remaining 12 flow meters we have. Rich went out and evaluated the IPS/Boat Harbor
50 Optimization. We have a rag problem and a cleaning process. We budgeted \$200,000 to have an engineering firm

1 come in and tell us what we should do to fix that. Rich said we should have a screen to screen out the rags and a grit
2 removal to remove the grit. That means in the future, we will have to put in a different type of lift station where we
3 have that in place. Sullivan Love said with lift station and pumps it is a huge ongoing problem and will only get
4 worse. Sullivan said we should encourage our residents to not flush those flushable wipes to try and limit some of
5 those problems. Rich said there is 7 mg/day that goes through this lift station. EEAT is doing specifications on the
6 Power Quality/Switchgear and Control Power will be doing design and build. We have Seismic Assessment on our
7 project list, which Horrocks is working on. Horrocks is also working on the Buried Utilities Rehab.

8 Rich said the last item is the Cell Tower Contract. We have that tower here on our property and they would like
9 to continue with our contract. They pay us about \$12,000 a year. Rich said the Administration Committee would
10 like him to renegotiate as they believe we should be paid more. Rich said he would do that.

11 David Bunker said they received an email from Chris Condie today notifying him that he is resigning from the
12 board as he has been assigned different assignments in Lehi City. We will have another board member from Lehi
13 City once they are appointed.

14

15 **Closed Meeting**

16 There was no closed meeting.

17

18 **Adjourn: Chandler Goodwin made a motion to adjourn. Craig White seconded the motion. All present**
19 **“Aye”. Meeting adjourned. 8:16 p.m.**

20