

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

APPROVED

June 16, 2022

6:00 p.m.

Conference Room/Electronic Zoom Meeting

Board Members:

Present: David Bunker Blaine Thomas Brian Braithwaite
Sullivan Love

Electronic: Richard Nielson Chris Condie Dale Ihrke
Mack Straw Chandler Goodwin Jay Meacham
Mark Christensen Neal Winterton

Excused: Craig White

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

Others: Brandon Wyatt, Bowen Collins & Associates
Ryan Bench, Carollo Engineers
Mark Bell, Hayes Godfrey Bell, P.C. (Electronic)

Call to Order

David Bunker, Board Chair, called the meeting to order 6:00 p.m. David said there were Board members who were attending by electronic online meeting and others attending in person at the anchor location.

Public Comment

There was no public comment.

Approval of Minutes

1. Approval of the May 19, 2022 Administrative Board Meeting Minutes

Brian Braithwaite made a motion to approve the minutes of the May 19, 2022 Administrative Board Meeting. Blaine Thomas seconded the motion. Those voting "Aye" – David Bunker, Dale Ihrke, Mark Christensen, Mack Straw, Brian Braithwaite, Blaine Thomas, Chris Condie, Jay Meacham, Richard Nielson, Neal Winterton, Sullivan Love and Chandler Goodwin. The motion passed unanimously.

Consent Calendar

1. TSSD Check Register
2. COP Pay Request # 11
3. TO 2022-02 CL-N1 66" Parallel Westside Interceptor Construction Management – Horrocks Engineers
4. Surplus Items

Mark Christensen made a motion to approve the Consent Calendar as presented. Mack Straw seconded the motion. Those voting "Aye" – David Bunker, Dale Ihrke, Mark Christensen, Mack Straw, Brian Braithwaite,

1 **Blaine Thomas, Chris Condie, Jay Meacham, Richard Nielson, Neal Winterton, Sullivan Love and Chandler**
2 **Goodwin. The motion passed unanimously.**
3

4 **Financial Report**

5 Joe Martin reported on the financials. Joe said the financial report is in dropbox. Joe said they are still trying to
6 work through a few of the impact fee issues. They are doing an impact fee audit which went out to all the cities, and
7 they are basically ready to issue that report, but that report will impact our financial audit. After verifying those
8 receivable amounts, we can issue the financial audit. Joe said he is planning to call the state auditor to let them know it
9 might run into July before the financial audit is finalized. We are technically supposed to have our financial audit to the
10 state auditor six months after our year end, so we will get a post card in the mail stating we are late on our report.
11

12 **Action Items**

13 There were no action items.
14

15 **Communication**

16 **1. Manager's Report**

17 Rich said the plant is continuing to perform well and staff is doing a great job. The yearly average effluent total
18 phosphorus is .37 mg/L and .19 mg/l for May. The TIN yearly average is 7.67 mg/L and 7.72 for May. Mark said it
19 looks like the influent flow spiked some in April. Rich said sometimes in spring, there can be potential inflow. We
20 usually calibrate flow meters quarterly. David Bunker said sometimes there is infiltration and inflow from the first
21 irrigation before it is understood where all the flows are going. Blaine asked if the cities asking residents to cut down on
22 watering will affect the flow. David Bunker said he doesn't think so as the majority of flow should be indoor use, so
23 external use should not affect that. Rich said in past years during droughts, other facilities have said they saw a
24 significant reduction in flow from people reducing water usage. Rich said we haven't really looked into that here. Mark
25 Christensen said there may be some who are switching from irrigation to a hose bib, possibly culinary, so there may be a
26 spike in the metering, but it wouldn't necessarily be passing through the system since it is being used for irrigation
27 purposes. David Bunker said we would have to watch that city by city and see if that is happening.

28 Brian Braithwaite said Highland City approved the treatment agreement with the District. Brian asked if that signed
29 agreement had been received by the District. Rich said yes. Rich said there has been approval from five cities and he
30 believes all ten will be completed by next board meeting.
31

32 **Closed Meeting**

33 **Adjourn: Blaine Thomas made a motion to adjourn. Mark Christensen seconded the motion. All present**
34 **"Aye". Meeting adjourned. 6:14 p.m.**