

TIMPANOGOS SPECIAL SERVICE DISTRICT
ADMINISTRATIVE BOARD ELECTRONIC MEETING MINUTES

APPROVED

June 18, 2020 6:00 p.m. Conference Room (Electronic)

Board Members

Electronic: David Bunker Chandler Goodwin Brian Braithwaite
Blaine Thomas Mark Christensen Sullivan Love
Jay Meacham Richard Nielson Katie Koivisto
Craig White Dale Ihrke *Mack Straw

Excused: John Goodman

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

Others: Craig Carlile, Ray Quinney & Nebeker Brandon Wyatt, Bowen Collins & Assoc.
Ryan Bench, Carollo Engineers Keith Larsen, Bowen Collins & Assoc.
Susan Becker, Zions Bank Jodi Hoffman

Call to Order

David Bunker, Board Chair, called the meeting to order. 6:01 p.m.

Public Comment

There was no public comment.

Approval of Minutes

1. Approval of the May 21, 2020 Administrative Board Meeting Minutes

Craig White made a motion to approve the minutes of the May 21, 2020 Administrative Board Meeting. Dale Ihrke seconded the motion. Those voting "Aye" – David Bunker, Dale Ihrke, Mark Christensen, Brian Braithwaite, Blaine Thomas, Craig White, Jay Meacham, Richard Nielson, Katie Koivisto, Sullivan Love and Chandler Goodwin. The motion passed unanimously.

Consent Calendar

There were no items on the Consent Calendar.

Finance

1. Financial Report

Joe Martin was excused from Board Meeting. Board members reviewed the April financials and did not have any comments.

*Mack Straw arrived. 6:07 p.m.

1 **Action Items**

2 **1. Zions IFA Report**

3 Rich said Keith Larsen, Bowen and Collins and Susan Becker from Zions have been working on the IFA and Jodi
4 Hoffman has given legal advice. This is in draft form. Mark asked if the public requirements have been met. Rich
5 said this was noticed in May. Rich said they planned to meet with the Homebuilders Association after getting board
6 member feedback. Mark said we are not ready to approve the IFA tonight. David Bunker said there needs to be a 10-
7 day period for public to review before adoption.

8 Susie Becker with Zions Bank said the cost components with this, are existing level of service, excess capacity and
9 new improvements. Credits against the gross impact fee are made to avoid double payment for the two outstanding
10 bonds related to existing sewer capital facilities; the Build America Bonds Series 2010B and the Crossover Sewer
11 Refunding Bonds Series 2017. Credits should be made for construction of new projects that will serve existing
12 developments, so credits will be made for new developments fair share of the costs. User rates will be increased to pay
13 for those. Dale Ihrke asked if the credit on the bonds, is because of the type of bond (BAB Bonds). Susie said no, the
14 credit is because future payers would be paying twice; they would be paying for existing plus growth. David Bunker
15 said Joe has been keeping track of impact eligible costs that have been paid with user rates. David Bunker thought it is
16 about \$50 million that we owe ourselves back. Rich said Susie was given approximate dollar figures of that. Mark
17 said we should have Joe document that send out to hold up under the scrutiny of developers. David Bunker said it is a
18 max fee of \$1,800 without checking these other figures. Susie said the credits are the key; this is calculated
19 conservatively, and a fair share allocated on the bonds. Brian said current rate users prepaid what should have been
20 paid by impact fees. Should we be giving credits when those should be going to users. Mark said this needs to be
21 documented and reviewed with scrutiny, so users are not double paying.
22

23 **Brian Braithwaite made a motion to table Action Item 1 – Zions IFA Report until the next Board Meeting.**
24 **Blaine Thomas seconded the motion. Those voting “Aye” – David Bunker, Dale Ihrke, Mark Christensen,**
25 **Mack Straw, Brian Braithwaite, Blaine Thomas, Craig White, Jay Meacham, Richard Nielson, Katie Koivisto,**
26 **Sullivan Love and Chandler Goodwin. The motion passed unanimously.**
27

28 **2. Asphalt Overlay**

29 Rich said they received pricing for the sole source HA5 high density bond excluding the asphalt that will be torn
30 out in the next few years. They also received a cost quote for a Seal Coat. David Barlow said you can get more life
31 out of HA5 compared to the Seal Coat. There is a five-year warranty with HA5, but some have said you can get up to
32 10 years. David said he hasn't heard one bad review for the HA5.
33

34 **Brian Braithwaite made a motion to approve the Asphalt Overlay Project with Holbrook Asphalt Company**
35 **for a cost of \$128,093.92. Mack Straw seconded the motion. Those voting “Aye” – David Bunker, Dale Ihrke,**
36 **Mark Christensen, Mack Straw, Brian Braithwaite, Blaine Thomas, Craig White, Jay Meacham, Richard**
37 **Nielson, Katie Koivisto, Sullivan Love and Chandler Goodwin. The motion passed unanimously.**
38

39 Sullivan said the price quote says there may be additional costs if extra traffic controls are needed. David Barlow
40 said there should not be any extra traffic controls needed. There will be an additional 20,000 sf. asphalt to be replaced
41 in 2021 for the plant entry and CL-R1 project.
42

43 **Communication**

44 **1. Managers' Report**

45 Rich said the plant is running well. The average YTD effluent phosphorus is .74 mg/l. Rich said we have been
46 collaborating with DWQ to test Covid-19 in waste streams and with the Health Department to try and show correlation
47 in cases and wastewater. Rich provided the link from DWQ for the testing results. Rich said there has been extremely
48 low amount of Covid-19 found in the TSSD waste streams.
49

1 **Blaine Thomas made a motion to go into closed session for the purpose of litigation, property acquisition or**
2 **personnel. Brian Braithwaite seconded the motion. David Bunker, Board Chair, took a roll call vote. Those**
3 **voting “Aye” - David Bunker, Dale Ihrke, Mark Christensen, Mack Straw, Brian Braithwaite, Blaine Thomas,**
4 **Craig White, Jay Meacham, Richard Nielson, Katie Koivisto, Sullivan Love and Chandler Goodwin. The**
5 **motion passed unanimously. 6:35 p.m.**

6
7 **Closed Meeting**

8
9 **Brian Braithwaite made a motion to go back into regular session. Chandler Goodwin seconded the motion.**
10 **Those voting “Aye” - David Bunker, Dale Ihrke, Mark Christensen, Mack Straw, Brian Braithwaite, Blaine**
11 **Thomas, Craig White, Jay Meacham, Richard Nielson, Katie Koivisto, Sullivan Love and Chandler Goodwin.**
12 **The motion passed unanimously. 8:10 p.m.**

13
14 **Adjourn: Mack Straw made a motion to adjourn. Brian Braithwaite seconded the motion. All present**
15 **“Aye”. Meeting adjourned 8:14 p.m.**
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