

TIMPANOGOS SPECIAL SERVICE DISTRICT
ADMINISTRATIVE BOARD ELECTRONIC MEETING MINUTES

APPROVED

March 19, 2020 6:00 p.m. Conference Room (Electronic)

Board Members

Present: David Bunker Chandler Goodwin Brian Braithwaite

Electronic: Blaine Thomas Mark Christensen Sullivan Love
Mack Straw Richard Nielson Katie Koivisto
Craig White Jay Meacham Dale Ihrke

Excused: John Goodman

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

Others: Craig Carlile, Ray Quinney & Nebeker Brandon Wyatt, Bowen Collins & Assoc.
Ryan Bench, Carollo Engineers Jeff DenBleyker, Jacobs Engineering

Call to Order

David Bunker, Board Chair, called the meeting to order. 6:07 p.m.

Public Comment

There was no public comment.

Approval of Minutes

1. Approval of the February 20, 2020 Administrative Board Meeting Minutes

Sullivan Love made a motion to approve the minutes of the February 20, 2020 Administrative Board Meeting. Blaine Thomas seconded the motion. Those voting "Aye" – David Bunker, Dale Ihrke, Mark Christensen, Mack Straw, 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 – Joe Martin

Joe Martin presented the January financials. Joe said he is working on the final draft of the financial statements to give the auditors. The auditors plan to present at the April Board meeting.

Action Items

1. Odor Study

Rich said this odor study scope is from Jacobs Engineering. This will focus on the seven odor scrubbers we have in the influent and the digester building. The asset management calls to look at those and make sure they are functioning properly. Rich added to the scope to have them look at the odor in the whole facility, including the compost area to get a baseline. We could do another study once composting is removed. This is the engineering part of the study; it does not include testing of the samples. There will be nineteen total samples; seven scrubbers and twelve locations around the facility. The budget for this is \$106,000.00. This scope is \$99,619.00. There will additional costs for testing at a

1 third-party lab. The testing cost will be \$12,000.00 for one round. It is anticipated that we will go over the
2 \$106,000.00 budget. Rich recommends we go through with this.

3 Rich said there will be grab samples to test for mercaptans from the oil refinery directly to the west. We will also
4 use the weather station we have to show the dispersion that happens. Craig Carlile said the wind patterns were a
5 critical issue in the lawsuit. Craig asked if the weather station would be kept operational long term. Rich said yes, we
6 purchased two weather stations this year and we will be able to pull reports on those.

7 The samples will be taken over a one-week period. David Bunker questioned whether that week would be truly
8 indicative of the year. Rich said the engineers are willing to give us the detailed sampling report and we will train our
9 lab staff to do those samples. We can do as many samples as we are willing to pay for to provide additional
10 information. If the scrubbers are performing appropriately, we could pull those seven locations and reduce our cost.

11 Brian Braithwaite said we will need more tests to validate and hold up to a legal standpoint. Rich said we can do as
12 many samples as we need to withstand scrutiny. It will just cost us for each time we send the samples to the third-
13 party testing. From a scientific point of view, you would need three to have replication. The third-party testing is
14 \$12,000.00 for 19 samples. The board may want to cut those down to the perimeter samples. Craig Carlile said the
15 more samples you have, the better it will be set up if you go to court. It should at least be seasonal. Brian said he sees
16 this being a long-term issue and building a foundation of information will be critical. Jay asked if there were odor tests
17 done at the time of the lawsuit. Craig Carlile said there were no weather stations but there were expert witnesses with
18 trained noses. They learned from the lawsuit that the wind pattern is very critical.

19 David Bunker said we can use this data combined with additional data to establish what we need going forward. It
20 is important to get this going while we are still composting as a benchmark against samples when composting is
21 discontinued. Dale said we should identify all potential odor sources within a reasonable radius of the plant. Rich said
22 there are two additional samplers that do not have a location, if we want to sample other sources nearby, we can use
23 those two samples. Rich said they have told them about the oil refinery that is directly to the west. Also, the weather
24 stations will determine how the odor is dispersed, and how far. Craig Carlile said they have the expert's report from the
25 litigation as well as the other side's experts report, which can be made available.

26
27 **Brian Braithwaite made a motion to give Rich Mickelsen authority to execute an agreement with Jacobs**
28 **Engineering for the amount of \$99,619.00 for an Odor Collection Study. Sullivan Love seconded the motion.**
29 **Those voting "Aye" – David Bunker, Dale Ihrke, Mark Christensen, Mack Straw, Brian Braithwaite, Blaine**
30 **Thomas, Craig White, Jay Meacham, Richard Nielson, Katie Koivisto, Sullivan Love and Chandler Goodwin.**
31 **The motion passed unanimously.**

32
33 **2. LS-1, LS-2, CL-N2; Boat Harbor Lift Station, Lakeside Lift Station, 66-inch Lakeside Interceptor (West**
34 **Side Collection Study)**

35 Rich said the West Side Collection study will look at two alternative routes to increase capacity for growth coming
36 from the west. The northern route will look at the easement access costs and willingness of the landowners. The
37 southern route will look at paralleling the 60" line already in place and additional easements. This study will also look
38 at two new lift stations; a Lakeside Lift Station and Boat Harbor Lift Station. A potential issue with the southern route
39 alternative is whether there is enough room in the road to handle three 60" lines. Rich is having them look at an
40 alternative for a pressurized line coming in from the south of the facility. If we need to do forced main instead of
41 gravity feed, there will be additional cost to evaluate. We have budgeted \$818,000.00 for these three projects and the
42 cost from Bowen and Collins is \$680,000.00.

43 David Bunker said this does not include design, this is a feasibility study looking at the different routes and
44 components to go into the design. Brian asked why we wouldn't include a soil study with this. Rich said we first
45 wanted to see if there was willingness from the landowners. David Bunker said we ought to find out which alignment
46 serves the district better and the preliminary costs to obtain easements. The existing 60" southern route was a difficult
47 route. There was a geotechnical investigation at that time. David said he believes the southern route is going to be less
48 expensive, as far as easements, and there are some prime development areas in the northern route. David Bunker
49 proposed to get with American Fork City to see if have already done a geotechnical study in that area. We can look at
50 those studies and get a general feel.

1
2 **Blaine Thomas made a motion to accept the Design Scope and Fee from Bowen, Collins and Associates for**
3 **the West Side Collection Study for \$680,000.00. Katie Koivisto seconded the motion. Those voting “Aye” –**
4 **David Bunker, Dale Ihrke, Mark Christensen, Mack Straw, Brian Braithwaite, Blaine Thomas, Craig White,**
5 **Jay Meacham, Richard Nielson, Katie Koivisto, Sullivan Love and Chandler Goodwin. The motion passed**
6 **unanimously.**

7
8 **Communication**

9 **1. Covid-19 Plan**

10 Rich said we are still receiving green waste and selling compost. They are sanitizing and wearing gloves when
11 handling money. We have limited interaction here at the facility with vendors and meetings and keeping our social
12 distance. We are cleaning break rooms and handles which we had already been doing. Rich said after the earthquake
13 that happened yesterday, they did an assessment of the facility and did not see any concerns. The Boat Harbor Lift
14 Station which is usually cleaned on Wednesdays was postponed until an evaluation could be done.

15
16 **2. Legislative Activity**

17 The legislature originally had \$150,000.00 set aside for the “Don’t flush the wipes” campaign. That money was
18 taken due to Covid19, so that campaign will no longer be going forward. Representative Stratton was able to get
19 money appropriated for the Utah Lake Solutions Study. He pulled \$100,000.00 from the 2020 fiscal budget, so we
20 have money to fund that. In 2021, there will be an ongoing \$200,000.00 allocated to fund that study. We have already
21 purchased six Limno-corrals for that study. Money was pulled from DWQ, so they will not be doing HAB studies this
22 year as that money will be going to study how we are going to improve the lake.

23
24 **3. Municipal Wastewater Planning Program (MWPP) - Annual Report to State**

25 Rich said the MWPP report is not due until April so it will be presented at the next meeting.

26
27 **4. Blower Update**

28 The pre-bid meeting was held March 5th for the blower replacement. The bids are due April 9th. We have already
29 pre-qualified those construction companies, and as long as they meet the minimum requirements, the lowest bidder
30 will be awarded at the next board meeting. We are anticipating a notice to proceed on May 21st.

31
32 **5. Manager’s Report**

33 Rich said the plant is running well. The effluent phosphorus average so far this year is .43 mg/L.

34
35 **Closed Meeting**

36 There was no closed meeting.

37
38 **Adjourn: Mack Straw made a motion to adjourn. Sullivan Love seconded the motion. All present “Aye”.**
39 **Meeting adjourned 7:00 p.m.**