

TIMPANOGOS SPECIAL SERVICE DISTRICT  
ADMINISTRATIVE BOARD MEETING MINUTES

APPROVED

March 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 Jay Meacham Chandler Goodwin  
Lynn Walker

Excused: Craig White Johnny Revill Commissioner Bill Lee

District Staff: Richard Mickelsen, District Manager  
Shannon Hansen, Human Resource/Administrative Assistant  
David Barlow, District Engineer  
Joe Martin, CPA  
Brian Selck, Lab Director

Others: Craig Carlile, Ray, Quinney and Nebeker  
Peter Zemke, Brown and Caldwell  
Brandon Wyatt, Bowen Collins & Associates

**Call to Order**

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

**Public Comment**

There was no public comment.

**Approval of Minutes**

**1. Approval of the February 21, 2019 Administrative Board Meeting Minutes**

**Brian Braithwaite made a motion to approve the minutes of the February 21, 2019 Administrative Board Meeting, as presented. Lynn Walker seconded the motion.**

Mark Christensen said the minutes could be condensed to be more a report of action and less dialogue, unless significant. It would save staff time. Brian said state code requires some content. David Bunker said he appreciates some of the minutes that clarify how the discussion came to the motion, but it could be condensed a little.

**Those voting "Aye" – David Bunker, Dale Ihrke, Mark Christensen, Mack Straw, Brian Braithwaite, Blaine Thomas, Lynn Walker, Jay Meacham, Sullivan Love, and Chandler Goodwin. The motion passed unanimously.**

**Consent Calendar**

1. Polydyne – Polymer
2. Waterford Systems - Polymer Skids

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

1 **Thomas, Lynn Walker, Jay Meacham, Sullivan Love, and Chandler Goodwin. The motion passed**  
2 **unanimously.**

3  
4 **Finance**

5 **1. Financial Report**

6 Joe Martin presented the financials for December 2018. Joe said they are not expecting any other major  
7 adjustments. The auditors have been here working on the audit. Joe said the January 2019 financials and impact fee  
8 reports are in the packet.

9  
10 **Action Items**

11 **1. Award of Contract – Headworks Improvements /Collection Shop Drainage Project**

12 Rich said this is a capital project that was started last year and pushed out to the Spring. The budget for this  
13 project is \$300,000. The main part was to replace a flap gate and do some drainage around the collection building.  
14 The engineer's estimated projection was \$140,464. There are two alternate projects; to asphalt the south and east  
15 side of the collections building. The engineering estimated the alternate projects at \$55,592 each for a total project  
16 estimate of \$251,649. Rich said the engineering fee of \$34,645 is not listed here. There were many contractors that  
17 came on site for the pre-bid, but we only received two bids. One bid for the total project was \$439,470 and the other  
18 was \$550,993. That is significantly over the \$300,000 budget. If the whole project is done, it will be \$174,115 over  
19 budget. Rich recommends we do the whole project.

20 Brian asked what the engineers said about their estimate being off. Rich said he did not ask them. Rich said there  
21 is a lot of activity going on in the state and he has heard there has been about a 20% increase. Brian said steel and  
22 concrete costs have gone up, but oil has not. Mark said the asphalt estimate is off by 50%. Sullivan asked how the  
23 bids were requested. Rich said we went through SciQuest. Sullivan said it seems odd the engineers would be so far  
24 off. Rich said the engineering estimate was done last year. Rich said we try to go out to bid earlier but did not get  
25 this out until the end of February. David Bunker asked if we were to re-bid this, do we anticipate getting any better  
26 prices. Rich said he does not have an inclination about whether we would go down or up. Sullivan asked if local  
27 contractors came to the pre-bid. These two bids are from out of town contractors. David Barlow said yes, there were  
28 local contractors here. Sullivan thought maybe some of the smaller contractors might get us better prices, but it is a  
29 risk. Brian said his experience is if you get the bid out for asphalt early enough, you get better prices. That may have  
30 had some impact on it. Mark asked if the asphalt is to the point that it is a necessity. Rich said no, they can drive on  
31 the dirt. Rich said the first part of the scope to do the west side and the storm drains, needs to be done. David  
32 Bunker said he does not think we will get a better price this year for asphalt than we have now. Brian said if you  
33 leave the asphalt off long enough, the base deteriorates, and you have to replace that. Rich said this includes to  
34 replace the base. Brian said it doesn't matter if we wait until the next year because you still are doing the same work.

35  
36 **Brian Braithwaite made a motion to approve the base bid as presented and award to England Construction**  
37 **for the amount of \$265,270.00 and leave the two alternative projects until next year. Dale Ihrke seconded the**  
38 **motion.**

39 Blaine said his opinion is we go ahead with the whole project, if not we will pay for it later. Brian said he  
40 believes if we push the two asphalt projects out a year we will get a much better price.

41 **Those voting "Aye" – Dale Ihrke, Brian Braithwaite, Mark Christensen, Blaine Thomas, Lynn Walker, and**  
42 **Jay Meacham. Those voting "Nay" – Sullivan Love, David Bunker, Mack Straw, and Chandler Goodwin. The**  
43 **motion passed.**

44  
45 **Mark Christensen made a motion to approve the two alternative bids at this time. Blaine Thomas**  
46 **seconded the motion. Those voting "Aye" – David Bunker, Mark Christensen, Mack Straw, Blaine Thomas,**  
47 **Lynn Walker, Jay Meacham, Sullivan Love, and Chandler Goodwin. Those voting "Nay" – Brian**  
48 **Braithwaite, and Dale Ihrke. The motion passed.**

49  
50 Rich said the budget would need to be amended at a later date to increase this capital project \$174,115.00.

1           **2. Crown Castle Cell Tower Contract**

2           Rich said from the direction of the board at the last meeting, he talked to the cell contract negotiator. He gave us  
3 a price of \$11,000 that Rich brought back to the Administration Committee. Rich said from the Administration  
4 Committee, he let them know that we are done. We are in the wastewater business, not in the cell tower business.  
5 He budged from \$11,000 up to \$17,000 but did not have approval from his side. The contract does not expire until  
6 the end of October. David Bunker said since there is not a contract in the packet to review or approve, he suggested  
7 we move on and act at a later meeting.  
8

9           **3. Wasatch Regional Contract**

10          Rich said he has been negotiating to find an alternative place to take our biosolids. Craig Carlile looked this  
11 contract over and edited some of the terms and conditions. Rich said he tried to make this contract long enough that  
12 we could have an alternative place to take our biosolids and also make it flexible enough if some other opportunity  
13 came about that we could do that. It does commit the District to a three-year deal, and has a weekly minimum,  
14 target, and maximum tonnage with a 3% annual increase. They want to lock us in on tonnage and dollars. It is not  
15 unreasonable for us to hit that tonnage limit. If we work well together, then when we reach the fourth year, find  
16 another source, we can decrease or increase it. Rich said it gives us an opportunity, as it will take a number of years  
17 to change our train and our biosolids stream. Brian asked what the penalty is if we do not give them the minimum  
18 tonnage. Rich said we would still need to pay for the minimum tonnage. The biggest period is June 1, 2021 –  
19 May 31, 2022 for 13,000 tons. That is when our composting ends, and we need places and opportunity to send it.  
20 We should have a good handle on knowing whether we are going to be able to do that or not. If we come up with  
21 some other alternative source, then we can have three alternatives instead of two.

22          Brian said the contract says Wasatch can accept TSSD tonnage, as long as Wasatch remains compliant with an  
23 acceptable MSW/biosolids ratio, as determined by Republic Services. Rich said Republic Services is the parent  
24 company of Wasatch. There is a ratio they like to keep so it stays compactible. If their ratio drops below that, they  
25 want to have an exit clause. Rich said it is out past Tooele, it is 90 miles one way. Bay View, where we haul now, is  
26 45 miles one way. Our transportation costs are going to go up. Brian asked if they do not remain compliant do we  
27 have a backup plan. Rich said we look at other alternatives, we will change our stream. We have the biosolids report  
28 from Brown and Caldwell, we need to select one of those options and move forward. There is money set aside for  
29 land purchase to try other options and there are other entities up North we are trying to work with. All of these take  
30 time to work out, and we are trying to keep as many options open as we can. Brian said because they are taking  
31 material from other locations that may take that ratio to the edge. Rich said he understands Brian's concern. Brian  
32 said we need to have contingency plan, or reassurance from them that this is easily going to fall within that ratio.  
33 Rich said does not want to jeopardize his ability to negotiate. This gives us the best opportunity to dispose of these  
34 biosolids, as well as looking at these other options. Brian asked if there was a clause in the contract that says if they  
35 do not accept it, then the minimum tonnage will then be lowered. Rich asked if the board wants him to negotiate  
36 with them, that if they do not accept this minimum tonnage, there is a penalty. Brian said not a penalty, but a  
37 requirement that they cannot expect us to hit the minimum. If they are not accepting it due to their facility not having  
38 the percentage, then whatever we are required to send at that time should be reduced. Rich said if you look at the  
39 calculations for the minimum tonnage commitment, it would be reasonable that they would accept the minimum  
40 tonnage even if they lower their MSW/biosolids ratio.  
41

42          **Dale Ihrke made a motion to continue this item later in the meeting after a closed session. Mark**  
43 **Christensen seconded the motion. Those voting "Aye" – David Bunker, Dale Ihrke, Mark Christensen, Mack**  
44 **Straw, Brian Braithwaite, Blaine Thomas, Lynn Walker, Jay Meacham, Sullivan Love, and Chandler**  
45 **Goodwin. The motion passed unanimously.**  
46

47          **Communication**

48          **1. Manager's Report**

49          Rich gave an update Wasatch Front Water Quality Council 2019 Legislative Tracking List. Rich said the CFP  
50 and IFFP contract has been signed and we are moving forward with that. The Utah Lake Solutions contract with

1 Jacobs will be signed on their end and be returned back to us. Rich introduced Brian Selck, new lab director. Rich  
2 said Brian graduated from BYU a few years ago. Brian did his thesis on nitrates in Utah Lake.

3

4 **Closed Meeting**

5 **Mark Christensen made a motion to go into closed session to discuss negotiations. Brian Braithwaite**  
6 **seconded the motion. David Bunker took a roll call vote. Those voting “Aye” – David Bunker, Dale Ihrke,**  
7 **Mark Christensen, Mack Straw, Brian Braithwaite, Blaine Thomas, Lynn Walker, Jay Meacham, Sullivan**  
8 **Love, and Chandler Goodwin. The motion passed unanimously. 7:02 p.m.**

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10 Meeting back in regular session. 7:50 p.m.

11

12 **Adjourn: Mark Christensen made a motion to adjourn. Jay Meacham seconded the motion. All present**  
13 **“Aye”. Meeting adjourned. 7:51 p.m.**

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