

TIMPANOGOS SPECIAL SERVICE DISTRICT
ADMINISTRATIVE BOARD MEETING MINUTES

APPROVED

November 18, 2021

6:00 p.m.

Conference Room

Board Members:

Present: David Bunker Dale Ihrke Chandler Goodwin
Mack Straw Sullivan Love Brian Braithwaite
Blaine Thomas Richard Nielson Craig White
John Goodman

Excused: Mark Christensen Chris Condie Jay Meacham

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 and Assoc. Ryan Bench, Carollo Engineers
Wade Stinson, Aqua Engineers Trevor Lindley, Brown and Caldwell
Kasey Chesnut, Horrocks Engineers

Call to Order

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

Public Hearing

- Hearing on the 2021 Tentative Amended Operations and Maintenance & 2021 Tentative Amended Capital Budgets**
- Hearing on the 2022 Tentative Proposed Operations and Maintenance & 2022 Tentative Proposed Capital Budgets**

David Bunker opened the public hearing on the 2021 Tentative Amended Operations and Maintenance & 2021 Tentative Amended Capital Budgets and the 2022 Tentative Proposed Operations and Maintenance & 2022 Tentative Proposed Capital Budgets.

There was no public comment.

Blaine Thomas made a motion to close the Public Hearing on the 2021 Tentative Amended Operations and Maintenance & 2021 Tentative Amended Capital Budgets and the 2022 Tentative Proposed Operations and Maintenance & 2022 Tentative Proposed Capital Budgets. Dale Ihrke seconded the motion. Those voting "Aye" – David Bunker, Dale Ihrke, Mack Straw, Brian Braithwaite, John Goodman, Blaine Thomas, Craig White, Richard Nielson, Sullivan Love and Chandler Goodwin. The motion passed unanimously.

Public Comment

There was no public comment.

Approval of Minutes

- Approval of the October 21, 2021 Administrative Board Meeting Minutes**

Dale Ihrke made a motion to approve the minutes of the October 21, 2021 Administrative Board Meeting. Sullivan Love seconded the motion. Those voting "Aye" – David Bunker, Dale Ihrke, Mack Straw, Brian Braithwaite, John Goodman, Blaine Thomas, Craig White, Richard Nielson, Sullivan Love and Chandler Goodwin. The motion passed unanimously.

1
2 **Consent Calendar**

3 **1. 2022 Board Meeting Schedule**
4

5 **Craig White made a motion to approve the Consent Calendar. Richard Nielson seconded the motion. Those**
6 **voting “Aye” – David Bunker, Dale Ihrke, Mack Straw, Brian Braithwaite, John Goodman, Blaine Thomas,**
7 **Craig White, Richard Nielson, Sullivan Love and Chandler Goodwin. The motion passed unanimously**
8

9 **Action Items**

10 **1. Adopt the 2021 Tentative Amended Operations and Maintenance & 2021 Tentative Amended Capital**
11 **Budgets as the 2021 Amended Operations and Maintenance and 2021 Amended Capital Budgets**
12

13 **Craig White made a motion to adopt the 2021 Amended Operations and Maintenance & 2021 Amended**
14 **Capital Budgets. Dale Ihrke seconded the motion. Those voting “Aye” – David Bunker, Dale Ihrke, Mack Straw,**
15 **Brian Braithwaite, John Goodman, Blaine Thomas, Craig White, Richard Nielson, Sullivan Love and Chandler**
16 **Goodwin. The motion passed unanimously.**
17

18 **2. Adopt the 2022 Tentative Proposed Operations and Maintenance & 2022 Tentative Proposed Capital**
19 **Budgets as the 2022 Operations and Maintenance and 2022 Capital Budgets**

20 David Bunker asked if there had been any changes to the proposed budget since last month’s board meeting. Rich
21 said last month Chandler brought up a question about the repairs and maintenance budget, so that has been amended to
22 reflect the actual due to a missed entry.
23

24 **Brian Braithwaite made a motion to adopt the 2022 Operations and Maintenance and 2022 Capital Budgets.**
25 **Chandler Goodwin seconded the motion. Those voting “Aye” – David Bunker, Dale Ihrke, Mack Straw, Brian**
26 **Braithwaite, John Goodman, Blaine Thomas, Craig White, Richard Nielson, Sullivan Love and Chandler**
27 **Goodwin. The motion passed unanimously.**
28

29 **Communication**

30 **1. Managers’ Report**

31 Rich said essentially everything is installed on the new blowers. We just have to go through some final check off
32 lists and then we will have to do the final payout with the retainage that has been held out. The plant is running well.
33 The BOD monthly average is down to 3mg/L, which is an indication of how well the blowers are running. The effluent
34 ammonia is 0.93 mg/L, and effluent phosphorus is at 0.59 mg/L for the year.
35

36 **Sullivan Love made a motion to go into closed meeting to discuss personnel and land acquisition at the TSSD**
37 **Administration Building, November 18, 2021. Blaine Thomas seconded the motion. David Bunker, Chair, called**
38 **for a roll call vote. Those voting “Aye” – David Bunker, Dale Ihrke, Mack Straw, Brian Braithwaite, John**
39 **Goodman, Blaine Thomas, Craig White, Richard Nielson, Sullivan Love and Chandler Goodwin. The motion**
40 **passed unanimously. 6:13 p.m.**
41

42 **Closed Meeting**

43
44 **Craig White made a motion to go back into regular session. Sullivan Love seconded the motion. Those voting**
45 **“Aye” – David Bunker, Dale Ihrke, Mack Straw, Brian Braithwaite, John Goodman, Blaine Thomas, Craig**
46 **White, Richard Nielson, Sullivan Love and Chandler Goodwin. The motion passed unanimously. 6:50 p.m.**
47

48 David Bunker said a board member unable to attend tonight made a request to join board meeting electronically.
49 David asked the board if they want to consider technology for board members to participate electronically when the
50 meeting is being held in person at an anchor location. David said the conference room is difficult to participate

1 electronically when most members are here, and one person is not, but he does not mind looking to see if we can make it
2 work. When we tried it before some were here in person, some joined electronically, and we had to mute some of the
3 speakers to reduce feedback. It did not work well and was very distracting. David said he wanted to see if there is a
4 consensus from the board to look into technology to overcome those issues. He understands there will be times when
5 some board members may not be able to attend, but we have consistently had a quorum. Brian said the bigger the group
6 the harder it is to have one member participating electronically. David said the board members are spread out to keep
7 some distance, which makes it even harder during electronic participation. Blaine said he likes the way it is set up now.
8 Richard Nielson and Sullivan agreed that they like the way it is now. Dale said he likes having the meetings via Zoom.
9 David said when we are all remote because it works. Brian said even with Zoom if you get enough people, it starts
10 becoming unyielding. David said based on this discussion the board would not direct Rich to research additional
11 technology to figure the complexities of doing something different.
12

13 **Adjourn: Chandler Goodwin made a motion to adjourn. Blaine Thomas seconded the motion. All present**
14 **“Aye”. Meeting adjourned 6:55 p.m.**