

REGULAR MEETING & PUBLIC HEARING MINUTES OF THE BOARD OF DIRECTORS
Southside Water and Sewer District
P.O. Box D, Sandpoint, Idaho 83864
August 21, 2024

Call to Order and roll call: Vice Chairman Kass Larson opened the meeting at the District Maintenance Shop at 2:00 pm and a roll call confirmed that Brett Babcock, Doug Bopp and Greg Keibler were also present.

Others: Treasurer Julia MacDonald and Operator Jason Barnhart

Approval of the Agenda: Mr. Babcock made a motion, seconded by Mr. Keibler to approve the agenda and it passed unanimously.

2024-25 Budget Hearing – Action Item

Vice Chairman Larson opened the hearing at 2:00 pm, following a motion by Mr. Babcock and seconded by Mr. Keibler and with no public present the hearing was closed at 2:03 pm following a motion by Mr. Keibler and a second by Mr. Babcock.

Members of the Public: Ernie Kee

NEW BUSINESS – ALL ITEMS ARE ACTION ITEMS

Adopt Budget FY 2024-25:

The Board unanimously approved the final FY2024-25 budget following a motion by Mr. Keibler and a second by Mr. Babcock and then, following a motion by Mr. Babcock and a second by Mr. Keibler, the Board unanimously decided to not reserve any available forgone amounts for this year.

Lease Renewal – FY 2024-25:

Following a motion by Mr. Keibler and second by Mr. Bopp, the Board unanimously approved the renewal of the Linscott Lease for the next fiscal year.

Consider Amendments & Set Public Hearing Date to Amend FY23-24 Budget:

Ms. MacDonald proposed amendments for approval and publication and stated that the amendments were for unanticipated increases in revenues and expenses in the current year and mostly attributed to grant income and fewer capital expenses and increased sewer revenue and expenses. After discussion, Mr. Babcock made a motion to approve the amendments to the 2023-24 budget with the addition of the August income and expense updates and to publish the amended budget for the hearing to coincide with the September 18th Board Meeting at 2:00 pm. and with a second from Mr. Bopp the Board unanimously adopted the amended budget.

Ms. Rottweiler – Request for Overage Forgiveness

Ms. Rottweiler requested a one-time forgiveness according to her letter and documentation from the plumber that the leaks were fixed. The Board discussed a new fee for future consideration that would encompass operator and administrative time and expenses. With a motion from Mr. Bopp and a second from Mr. Babcock all were in favor to forgive the winter overage charges, as requested, and to add the \$40 maintenance shut off fee to the bill. Staff was directed to alert other patrons of care to winterize and to write a letter to Ms. Rottweiler to remind that this as a one-time forgiveness.

Homeowner Request for Reimbursement

Mr. George Hansen at 1875 Lakeshore sent a request for reimbursement of \$500 for sealcoating on his driveway due to utility locate paint marks to the Green Acres Lift Station. After discussion of utility easements and the requirement to mark the easements when there is a callout, Mr. Babcock made a motion to deny the \$500 reimbursement and with a second from Mr. Keibler, the motion passed with a majority vote with Mr. Bopp abstaining. Staff was directed to notify Mr. Hansen and if he has questions to contact the Chairman.

Surplus Property for Disposal Resolution

Following discussion, Mr. Keibler made a motion to declare the 1994 Chevy 1 ton as surplus property and set the minimum bid at scrap value to be determined, and to post the property for sealed bid. With a second from Mr. Babcock the motion passed with a majority vote with Mr. Bopp voting no.

Swans Lift Station Access Easement:

Mr. Barnhart presented the issues with the access easement to the Swans lift station due to the new condo building encroachment that resulted in a change to the original easement agreement. The Board discussed possible remedies of keeping the access clear and accessible including a request to redirect storm water, relocate the blower building and to fix the gate or fence issue. After discussion, the issue was tabled for the next meeting to gather additional information regarding adherence to the building permit for the condo structure.

ADU Discovery – 90 Comeback Bay

The Board reviewed the discovery of an ADU above the garage at the property. Whereas, upon discovery, the District is entitled to recover the last 3 year's monthly assessments and hookup fees if applicable. After discussion of the discovery, the Board determined that the ADU was grandfathered for the hookup fee because it was likely built prior to the ADU ordinance in 2011. Next, Mr. Bopp made a motion to recover the last 3 year's monthly fees according to the Idaho Statute and to waive the hookup fee, and with a second by Mr. Babcock, the motion passed unanimously. Staff was directed to inform the owner and to post the assessment to the account.

Capital Project Review / Update:

Mr. Barnhart presented three quotes for the Farmin Lift Station refurbishment that is needed. After discussion of the lack of detail on two of the bids, Mr. Barnhart was directed to reach out to the engineer for specifics according to the project and to request resubmitted bids.

New Building Permit Review:

OLD BUSINESS – ALL ITEMS ARE ACTION ITEMS

Bahia Del Sol Subdivision:

Mr. Bopp and Mr. Barnhart met with Mr. Meschko regarding the plans and discussed additional items to consider and present to the developer. Mr. Bopp stated that the lift station that serves the development will need some improvements. The Board discussed impact fees for upgrades that may be needed and the construction improvement agreement. The issue was table for the next Board meeting to research the process for implementing the construction improvement agreement and how the engineers and staff will work with the developer.

Lift Station Odor Remediation:

Ernie Kee from Lakewood Drive was present and gave a report of his research and observations. He stated that he hadn't noticed an odor lately but other people that are staying near the Tyler lift station said the odor is still present intermittently and is strong at times. Mr. Larson explained the District had installed enzyme blocks in the Tyler station and the two lift stations that flow into it to resolve grease issues. He stated that the District is working on other remedies with an H2S detection system that samples over time and an airflow meter to check the flow of air so that the District will know how to size and choose the scrubber filters. Mr. Larson has been in contact with the representative at Detection Instruments who will be sending an official quote for their H2S logger, software and a hard case. He explained they had gone over the different models and what we need for our specific issues. Mr. Bopp also reiterated need for lift station cleaning at least a couple times a year. After discussion, the Board agreed the District should move forward with the equipment.

SCADA-Project Update:

Next, tabled for the next meeting.

ARPA Water System Improvement Review:

Mr. Bopp reported that the well is producing water and that the driller is waiting for the screen to install before the well testing can be done. Mr. Keibler noted the engineering report referred to an amendment to the well pump / backup power design and also noted the engineering study and asked to see the completed revisions for the Tank PER. Mr. Larson will ask Mr. Meschko what revisions are being submitted.

CONSENT AGENDA

Mr. Bopp asked to pull the maintenance report for clarifications regarding the report of the hand line changes. Mr. Barnhart explained he is working toward a plan to upgrade the hand lines to a more efficient buried line system similar to the Coolin system and after his discussion with Mike at Excel Irrigation he reported the installation should be simple to incorporate.

Next, Mr. Keibler made a motion, seconded by Mr. Babcock to approve the attached consent items and the motion was approved unanimously.

Minutes	Paid Invoices	Approval of Financials
Treasurer's Report	Maintenance Report	Water Reclamation Report
Engineers Report		

Adjournment: A motion by Mr. Babcock and a second by Mr. Keibler was made to adjourn the regular meeting of the Board of Directors at 3:48pm and the motion was carried unanimously.

Respectfully Submitted and Approved:

Julia MacDonald
Treasurer/Administrator

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Jack Howard
Chairman of the Board