

**REGULAR MEETING MINUTES**  
Southside Water and Sewer District  
P.O. Box D, Sandpoint, Idaho 83864  
January 19, 2022

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

**Others:** Treasurers Julia MacDonald and John Austin, Operator Brad White was also present. Guests were Baillee Olmstead, Tony Matson, Dave Larson, Sean Gavin and Brent Sleep.

**Approval of the Agenda:**

Next, Mr. Larson made a motion, seconded by Mr. Haynes to approve the agenda and it passed unanimously.

**Public Comments:**

Next, the Board heard from members of the public who are at the meeting for items later on the agenda.

**New Business:**

**FY2020-21 Audit:** Mr. Matson presented the audit, focusing on the internal controls of the District and thanked Ms. MacDonald for her attention to the controls and to Stephanie Mueller for assistance on the audit. He presented the graphs including the beginning balances and activities during the year. He said there was an increase of \$92,000 in net assets, to \$2.325 million. He said the user fees were higher based on more users and the rate increase implemented by the Board. He said FY 22-23 should be interesting with additional funds from federal sources that are pending.

**Access to Swans Station:** Mr. White discussed the issues concerning access, including he can't get the service truck or backhoe down the easement. He said the issue needs to be addressed. An alternate access should be explored and Mr. White was directed to do that and bring it back to the Board.

**Capital Project Review:** Ms. MacDonald provided the CIP with updates, and noted the budgeted amount of \$140,400. Chairman Howard noted a bid for the well was received for \$49,400 for a 12" well. Mr. White stated there were issues with the quote and also noted the stainless screen should be 40'. He said that Avista can provide 3-phase power if the District provides the trenching. And a propane generator would eliminate the cost of running natural gas 1,500 feet to the site. Mr. White said a 15-hp submersible pump would provide 300gpm. The Board directed that staff proceed with the additional details for the February meeting.

**New Building Permit Review:** The Board discussed the Erickson permit and approved providing service to the ADU at 2537 Lakeshore.

**Old Business:**

**Water and Wastewater Facility Plan update:** Chairman Howard noted that DEQ is reviewing the LOI that was submitted for Water improvements and the District Engineer is working on the Wastewater Facility Plan.

**Moratorium Discussion:** The pertinent points were covered by the new well issue. Mr. Haynes noted no moratorium is place if a new hookup is requested. Mr. Gavin asked if that includes the Clearwater Development and the Board said that should be determined by the February meeting. Mr. White noted the issues staff is facing with the development according to the District's engineer. Chairman Howard suggested that the developers have a phone call to resolve the issue.

**Sewer Line Relocation:** The Board heard from Mr. Sleep on the issue. Chairman Howard stated it would be good to have as-builts on the project and the discussed the process for Board approval of the project and then the submittal to the Department of Environmental Quality (DEQ).

**SCADA Telemetry System:** Chairman Howard discussed the costs for the system of \$59,000 and how it would provide the data needed to monitor the entire system, water and wastewater. He recommended that the District proceed with the water system alone and address the wastewater system at another time. After discussion, the Board directed that a new estimate be provided for water system alone.

**Consent Agenda:** Mr. Bopp asked to discuss the financials concerning snow tires for the new pickup. Mr. White said snow tires did not come with the truck and he purchased the lowest price for the tires. Mr. Haynes then made a motion, seconded by Mr. Larson to approve the attached Consent Items and the motion passed, with Mr. Bopp voting nay,

**Treasurer's Report      Maintenance Report      Minutes**  
**Approval of Financials      Engineer's Report**  
**Water Reclamation Report**

**Adjournment:** A motion by Mr. Babcock and second by Mr. Larson was made to adjourn the regular meeting of the Board of Directors at 3:50 pm. Motion carried unanimously.

Respectfully Submitted and Approved:

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Julia MacDonald, John Austin  
Secretary/Treasurers

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Jack Howard  
Chairman of the Board