

Southside Water and Sewer District
P.O. Box D, Sandpoint, Idaho 83864
July 21, 2021

REGULAR MEETING MINUTES

Call to Order and roll call: Chairman Jack Howard opened the meeting at the district maintenance facility at 2:00 pm and a roll call confirmed that Jim Haynes, Brett Babcock, Kass Larson and Doug Bopp were also present. Guests were Don Hutton, Randy Allen, William Buska, Jim Teague, Patti Sterling, and Brent Sleep.

Others: Treasurers Julia MacDonald and John Austin, Operator Brad White and District Engineer Kyle Meschko.

Approval of the Agenda:

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

Members of the Public:

- Mr. Teague addressed his account at the Long Bridge Restaurant.
- Mr. Allen stated he was there to discuss their annexation request.
- Ms. Sterling addressed the Board about the odor of the neighboring lift station. Mr. White explained that the filter was recently replaced.
- Mr. Hutton addressed the Board about the Clearwater Development, which is on the agenda for later in the meeting.

New Business:

Long Bridge Restaurant Account Billing: Chairman Howard opened the discussion on their billing and after discussion, the Board directed that the bill be paid in full by the owner of the property, as they are the delinquent party. Mr. Bopp also noted that there is still a water leak that needs to be addressed.

Jochum Sewer Main Relocation: Mr. Sleep asked about the status of the project and directed the District Engineer to review the plans.

Employee Policy – Juneteenth Vacation Day Approval: Ms. MacDonald said the District policy is to follow the County's employee policy, on which they're considering paying employees for the new federal holiday. Mr. Haynes made a motion, seconded by Mr. Larson to approve the holiday starting with the 2021 holiday. Under discussion Mr. Bopp asked how many holidays there are now and Ms. MacDonald said it was 11. Mr. Bopp said he only got 4 paid holidays when he was an employee. With no additional discussion, the motion passed 3-0, with Mr. Bopp and Mr. Babcock abstaining.

Certification List for Approval and Authorization to File: Ms. MacDonald provided the list for certification of delinquent accounts to the County. She noted the Long Bridge account was not added. After discussion, the Board directed that all the accounts be certified, including the Long Bridge account, and that Ms. MacDonald was authorized to file on behalf of the Board, following a motion by Mr. Haynes and a second by Mr. Bopp.

Ratify New Attorney Contract Acceptance: Mr. Larson made a motion, seconded by Mr. Babcock, to approve the contract with Susan Weeks' law firm. The motion passed unanimously.

USDA/LID Note Update to the Board: Ms. MacDonald discussed her conversation with USDA and the issue with early payoffs and the solution for the annual shortfall that will start to occur due to fewer collections for the annual LID Bond payment. Because the principal has been regularly paid down with the early payoffs, USDA authorized the District to adjust the pre-authorized withdrawal according to what is collected until the note is paid in full.

New Building Permit Review: Ms. MacDonald discussed the East Comeback Bay permit which the board authorized to invoice. Mr. Meschko recommended an application for new service connections, and the Board concurred.

Old Business:

Birch Bay Parcel – Annexation Report: Chairman Howard stated he'd met with Ms. Weeks on the annexation and the public hearing on the request will be held in August. Mr. Allen talked about the steps he took in the past and the process in this regard. Chairman Howard recommended Mr. Allen to discuss the issue with Ms. Weeks. Mr. Bopp asked if Mr. Allen plans to build this year and he said it might not be until next year.

Rate Discussion: Chairman Howard stated the tiered rate structure may be done by the Idaho Rural Water Association. The Board directed that Mr. Meschko review Mr. Haynes' Water Reclamation Report and provide comments on it as necessary.

Clearwater Development: The Board heard from Mr. Meschko on the development and his review of the plans from the developer, including the impact on the lift station serving the system. He said there was not an adequate analysis of the impact. Mr. Larson suggested that a review of the development's systems would be wise even if they're not currently going to be a District asset. Mr. Austin suggested the developer enter into a Construction Improvement Agreement (CIA) that outlines the terms of their development infrastructure. Mr. Meschko said with the developer providing the lift station that there should be a provision for its maintenance by the developer and the maintenance be documented the District's satisfaction.

SCADA Telemetry System: The Board again tabled this to the next meeting.

West Expansion: Mr. Bopp said he had nothing to report on this.

Consent Agenda: Mr. Haynes made a motion, seconded by Mr. Larson to approve the attached Consent Items and the motion passed unanimously:

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

Adjournment: A motion by Mr. Larson and second by Mr. Babcock was made to adjourn the regular meeting of the Board of Directors at 3:34 pm. Motion carried unanimously.

Respectfully Submitted and Approved:

Julia MacDonald, John Austin
Secretary/Treasurers

Jack Howard
Chairman of the Board