

## **REGULAR MEETING & PUBLIC HEARING MINUTES**

Southside Water and Sewer District  
P.O. Box D, Sandpoint, Idaho 83864  
September 15, 2021

**Call to Order and roll call:** In the absence of Chairman Jack Howard, Vice Chairman Jim Haynes opened the meeting at the WaterLife Discovery Center at 2:00 pm and a roll call confirmed that Brett Babcock, Kass Larson and Doug Bopp were also present.

**Others:** Treasurers Julia MacDonald and John Austin and Operator Brad White.

### **Approval of the Agenda:**

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

### **Public Hearing: Budget:**

Vice Chairman Haynes opened the hearing at 2:03 pm. With no comments from the public the hearing was closed at 2:05 pm after a motion by Mr. Larson and second by Mr. Babcock.

### **New Business:**

**FY 2021-22 Budget:** The Board then approved the FY 2021-22 budget, following a motion by Mr. Bopp and second by Mr. Larson.

**Rate Schedule – Resolution 21-01:** The Board approved the rate schedule increasing the sewer ERU rate to \$68.45/month beginning October 1, 2021.

**Land Survey and Wetland Mapping:** The Board directed staff to reallocate funds and add this as a capital project for the current fiscal year.

**Service Truck Disposal:** The Board heard that the 2012 Colorado truck has been disposed of with the purchase of the 2014 Silverado. A new logo was approved.

**Employee Evaluation Review:** Vice Chairman Haynes said he and Chairman Howard had met with Mr. White and Jason Barnhart. For Mr. White they recommended a 4% overall increase that includes 2.4% COLA and 1.6% merit and a third week of vacation accrual effective with the new fiscal year. A 2.4% COLA increase was also recommended for Mr. Barnhart, effective October 1, 2021. The Board approved the recommendation for Mr. White following a motion by Mr. Larson and second by Mr. Babcock (Mr. Bopp abstained). Next the Board approved the COLA increase for Mr. Barnhart, following a motion by Mr. Larson and second by Mr. Bopp (Mr. Babcock abstained).

**New Building Permit Review:** The Board then discussed and approved the new permit for a single family dwelling at 235 Sundowner.

### **Old Business:**

**Redistribution of ERUs – Glenn Harvey:** The Board discussed the need for new agreement with Glenn Harvey or a sales agreement from the new owners. After discussion the Board directed staff to inspect the facilities and send a memo to Mr. Harvey with the District's terms before the ERU's can be redistributed as requested by Mr. Harvey.

**Construction Improvement Agreement - Adoption:** The Board heard from Mr. Larson about the CIA and the work he's done on it with Chairman Howard. It will then be submitted to legal counsel.

**Birch Bay Parcel – Annexation:** The Board heard from Ms. MacDonald that the agreement has been sent to legal counsel.

**Jochum Sewer Line Relocation:** Mr. Bopp updated the Board on the issues, saying they'd give a 20-foot easement on one side and 15 on the other. The Board tabled the issue until the next meeting.

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

**Maintenance Report  
Treasurer's Report**

**Water Reclamation Report  
Approval of Financials**

**Minutes**

### **Emergency New Business:**

Mr. Larson then made a motion to add the following item to the Agenda as an emergency action item based upon pending action.

**Public Right of Way on Wrangler Road:** The County Engineer sent notice to the District to move a gate and fence that defines two 5-acre District parcels at the end of Wrangler Road. The notice is due to a 60' public right of way easement on the north boundary of both properties and the neighbor wants to access the back side of their property on Wrangler road. Mr. Bopp said he'd speak to the county engineer and owner about the issue. Staff was directed to include item on next month's agenda.

**Adjournment:** A motion by Mr. Larson and second by Mr. Babcock was made to adjourn the regular meeting of the Board of Directors at 2:55 pm. Motion carried unanimously.

Respectfully Submitted and Approved:

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Julia MacDonald,  
Secretary/Treasurer

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Jim Haynes  
Vice Chairman of the Board