

REGULAR MEETING MINUTES OF THE BOARD OF DIRECTORS

Southside Water and Sewer District
P.O. Box D, Sandpoint, Idaho 83864
November 16, 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 Jim Haynes, Doug Bopp, Brett Babcock and Kass Larson were also present.

Others: Treasurer Julia MacDonald, Operators Brad White and Jason Barnhart were present as was Engineer Kyle Meschko.

Guests: Corp of Engineers representatives Andrew Huddleston and Joseph Fitzgerald

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

Members of the Public:

Mr. Reina was not present. Ms. MacDonald commented that the issue regarding the STR billing had been resolved.

New Business – All Items are Action Items

ICRMP Consent to E-Communications:

Ms. MacDonald presented the request from ICRMP for formal Board consent to communicate and provide documents via e-communications, and with a motion from Mr. Haynes and a second from Mr. Bopp the consent was unanimously approved.

Billing Considerations

US Army Corp of Engineers – Fee Increases: Chairman Howard discussed the alternate fee calculation for Springy Point Campground proposed by the Corp for 9.1 ER units. Mr. Bopp expressed appreciation for the work in putting together the proposal. Further considerations for sewer flow meters were discussed as well as the RV sewer dump issue. Mr. Fitzgerald said the flow meters could be put in relatively inexpensively. Mr. Bopp expressed concern with bad chemicals that could be dumped and would like to see the dump station removed. Mr. Fitzgerald says the RV is very popular and concerned about dumping in unsecure places. Mr. Huddleston has seen concerning dumping when there are no dump stations and the Corp plans to patrol more and doesn't see alternatives for the campground in the District. Chairman Howard discussed the possibility of a holding tank at the campground where they could pump and dump elsewhere. Mr. Fitzgerald commented that they had investigated a holding tank option and recalled that DEQ didn't allow but will verify with DEQ & Panhandle Health. Next, Mr. Babcock found the Corp's alternative calculation for ER units reasonable, with Mr. Haynes in agreement. Next, Mr. Larson made a motion to accept the 9.1 ER unit calculation proposed by the Corp. and to remove the recently added expanded use fees. Mr. Fitzgerald commented that they will voluntarily install flow meters, heighten patrol, and enhance measures to control the dumping to registered guests only. Mr. White suggested screens for the dump station to remove debris. Next, with a second from Mr. Haynes, the Board unanimously approved the motion for the proposed ER unit calculation of 9.1.

Keith Dolph – Overage Forgiveness: Ms. MacDonald presented calculations for overage forgiveness due to a leak in June & July. Mr. Bopp expressed concerned of a cross connection with a well on the property. Next Mr. Haynes made a motion to honor the request for overage forgiveness, as presented, conditional on the status of the connection between Mr. Dolph's well and the Southside water system. With a second from Mr. Larson, the motion was unanimously approved and staff was directed to verify the connection status.

ADU Discovery: Information was presented regarding the ADU that had been discovered in the District that was not being billed. After discussion the back billing for hookups was not an option due to the possible existence of the ADU before 2011 when the District first started charging hookup's and monthly fees for ADU's. Next, with a motion and a second, the Board unanimously approved and directed staff to start billing a monthly fee for the ADU and to back bill for 3 years as is allowed by the Idaho statute.

ADU Billing for Connection Fee: Ms. MacDonald commented that a customer had disputed a hookup buy-in fee for an ADU in addition to the main dwelling, but the issue had been resolved.

Capital Project Review

New project Approvals: No updates were presented to the capital project list.

Fire Hydrant Repair Determination: Mr. White commented that the parts are on the way, and they will start repairs next week. Costs are not expected to reach the capital project threshold.

Water Meter Set

New specs for SWSD meter set determination: Mr. White and Mr. Meschko commented the objective of requiring a good quality meter set for now and the future. The Board discussed the pros and cons of a new option of a coil setter vs. the current meter setter for the District with the coil setter being more expensive for the customer but possibly easier to install and more readily available. The durability and longevity of the coil setter was discussed as another possible drawback where the current meter setter has been tried and true. The issue was tabled for a future meeting where Mr. Bopp will provide completed specs for the coil setter.

New Building Permit Review: None presented

Old Business – All Items are Action Items

Engineering T&M Amendment: At the October meeting Mr. Meschko requested additional funds for on-call engineering to be modified from the \$24,000 budget that has been consumed to \$50,000 for ongoing and new projects that are requested by the District. With a motion from Mr. Larson and a second from Mr. Haynes the Board approved the increase with Mr. Bopp abstaining.

Sewer Line Repair: Mr. Meschko discussed the delays and the timeline due to colder weather and suggested insulation on the temporary pipe and was informed that Mr. Barnhart has already resolved it with heat tape, insulation and wrap. Mr. Meschko recommended contractor bids to go out soon with a later start date allowing time for DEQ approvals, comments and review with estimated funding in March or April. Chairman Howard commented on Mr. Vanderford's concerns over the delays and Mr. Meschko will send an email with the plans and timeline.

Resolution for Additional Re-Use Land: Tabled

Consent Agenda:

Mr. Haynes then made a motion, seconded by Mr. Larson to approve the attached Consent Items and the motion passed with Mr. Bopp voting no.

**Treasurer's Report
Maintenance Report**

**Approval of Financials
Water Reclamation Report**

Minutes

Executive Session - Idaho Code 74-206 (c) Deliberate regarding an acquisition of an interest in real property

The entire Board entered executive session at 3:23 pm, and a roll call confirmed all were in agreement. Ms. MacDonald and Mr. White were requested to attend. The Board exited executive session at 3:33 pm.

No action was taken after executive session.

Adjournment: A motion by Mr. Larson and second by Mr. Haynes 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
Treasurer/Administrator

Jack Howard
Chairman of the Board