

## **REGULAR MEETING OF THE BOARD OF DIRECTORS**

### **Southside Water and Sewer District**

P.O. Box D, Sandpoint, Idaho 83864

April 16, 2025

**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, Doug Bopp and Gregory Keiber were present. Brett Babcock was present via remote access.

**Others Present:** Treasurer Julia MacDonald, Operator Jason Barnhart, 7B Engineering Dan Larson and Travis Haller.

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

### **Members of the Public:**

## **NEW BUSINESS – ALL ITEMS ARE ACTION ITEMS**

### **Water Reservoir Design Review:**

Dan Larson presented the reservoir design and new water main extension plans. The Board reviewed the tank design, materials, and construction specifications, with Dan Larson addressing concerns regarding overflow, an air relief valve, instrumentation, safety features of the guardrail, a lockable ladder door and a security fence. Discussions included budget allocation, project timelines, bidding processes and cost estimates. Chairman requested a ballpark cost estimate and Dan Larson stated approximately \$250,000 for the tank and \$100,000 for the water main construction. He emphasized that these were ballpark figures, and the final costs would depend on the bids received. Next steps involve finalizing plans and specifications, approval from DEQ, and the bidding process (including a bid notice and pre-bid meeting). Next, the construction process will include inspections and a final report. Record plans will go to DEQ for approval before use of the facility.

### **Set the 2025-26 Budget Hearing Date for the August 20th Board Meeting:**

A motion from Mr. Bopp and a second from Mr. Larson to schedule the FY2025-26 budget hearing for the August 20<sup>th</sup> meeting was unanimously approved.

### **Review KGT & Lynx Waterworks Fee Schedules:**

The review of the fee schedules from contractors was tabled to the May 21<sup>st</sup> meeting.

### **Funds Transfer Approval:**

Ms. MacDonald requested authorization to transfer the first half water portion of the 2024 tax revenue from the O&M account to the LGIP State Pool account for \$22,339.42 and the Q2 capital expenses from the Capital account to the O&M account for \$22,318.49. With a Motion from Mr. Bopp and a second from Mr. Keibler, the transfers were unanimously approved.

### **Capital Project Review / Update:**

The Board discussed the design of the well pump facility SOW (scope of work) that was provided by Keller Associates. They addressed concerns about the high cost of the design and after discussion of possible alternative approaches to the design the Board will reach out to 7b Engineering for consideration.

Next, Ms. MacDonald Presented the Q2 Capital project review with the estimated addition of the Aerator Motor at \$5,580 that was added in March. She noted the remaining budget for capital projects and that several projects had been completed.

**New Building Permit Review:**

The Board directed the proposed plans for the Sherwood development to be on the next agenda pending communication from the developer.

**OLD BUSINESS – ALL ITEMS ARE ACTION ITEMS**

**Groundwater Protection Overlay:**

Chairman Howard updated the Board on the HWY 95 expansion plans that may impact the protections and that a representative from IRWA and is coming to the area to work on the groundwater protection project.

**USDA Rural Development Project Review:**

Chairman Howard presented a funding model demonstrating that the district could internally fund the land acquisition by utilizing existing funds, eliminating the need for a USDA loan for the land app site purchase and balloon payment. He highlighted the availability of the ad valorem, expanded use fees, and asset fund savings that the District can allocate to a self-imposed savings and gain interest for the next 8 years toward the balloon payment.

Next, the Board discussed using a USDA loan to complete the remaining ARPA projects, including the water reservoir, pump house and water-line looping. The estimated amount presented to ask for would be 600,000 or 700,000. Mr. Larson made a motion to schedule a public hearing for the Judicial Confirmation Petition for USDA funding and with a second from Mr. Bopp, the motion passed unanimously.

**CONSENT AGENDA**

Mr. Bopp made a motion, seconded by Mr. Larson to approve the attached consent items and the motion was approved unanimously.

**Minutes**

**Treasurer's Report**

**Paid Invoices**

**Maintenance Report**

**Approval of Financials**

**Engineering Report**

**Adjournment:** A motion by Mr. Larson and a second by Mr. Keibler was made to adjourn the regular meeting of the Board of Directors at 4:00 pm and the motion was carried unanimously.

Respectfully Submitted and Approved:

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Julia MacDonald  
Treasurer/Administrator

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Jack Howard  
Chairman of the Board