

REGULAR MEETING MINUTES OF THE BOARD OF DIRECTORS
Southside Water and Sewer District
P.O. Box D, Sandpoint, Idaho 83864
April 17, 2024

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, Brett Babcock and Greg Keibler were also present. Mr. Bopp was absent.

Others: Treasurer Julia MacDonald and Operator Jason Barnhart were present.

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

Members of the Public: Sarah Lee – 1376 Lakeshore

Public Hearing on Annexation Petition 1376 Lakeshore Drive – Action Items

Mr. Babcock made a motion to open the public hearing and with a second from Mr. Larson the motion was unanimously approved. Ms. MacDonald informed the Board that there were no written comments presented in approval or denial of the annexation and Ms. Lee stated her support of approval and she intends to request services. With no other public in attendance, Mr. Larson made a motion to close the public hearing and with a second from Mr. Keibler, the motion carried unanimously.

Next, the Board considered the conditions for Annexation Agreement and with a motion by Mr. Larson and second by Mr. Keibler the Board unanimously approved signing the agreement. Staff was directed to present the Orders of Annexation along with the signed agreement at the May Board meeting for approval.

NEW BUSINESS – ALL ITEMS ARE ACTION ITEMS

Set the 2024-25 Budget Hearing Date:

Mr. Keibler made a motion to set the Budget Hearing date for the August 21st Board Meeting, and with a second by Mr. Larson, the motion passed unanimously and staff was directed to notify the County Clerk.

Lead and Copper Rule:

Mr. Barnhart informed the Board that by October 16th the District is required to complete a water service line inventory and staff will be working on a survey letter to send to the customers. Customers will be asked to identify the material content of their service line into their homes. Idaho requires at least one single point of inspection and documentation needs to be provided. Any service line installed after 1990 can be documented as non-lead and Mr. Babcock suggested to simplify the process for customers by allowing them to email documentation.

Summer Maintenance Help:

Staff was directed to post for a seasonal maintenance helper for full time or part time at \$17-\$20/hr DOE.

Amazon Business Account:

Mr. Babcock made a motion and with a second by Mr. Larson all were in favor of approving the Amazon credit line up to \$7,500.

Funds Transfer Approval:

Mr. Larson made a motion to approve the transfer of the 2023 1st half Water Tax Revenue from the O&M Account to the LGIP State Pool Account of \$23,253.37. With a second by Mr. Keibler, the motion was unanimously approved.

Mr. Babcock made a motion to approve the transfer of the Q1 & Q2 Capital Expenses from the Capital Account to the O&M Account of \$27,288 and with a second by Mr. Keibler the motion carried unanimously.

Capital Project Review / Updates:

Mr. Barnhart reported on the project at the Murphy's and informed that locates had been called in for Green Acres project.

New Building Permit Review:

181 Lakewood - K. Ramsey Proposal – Ms. MacDonald reported that she spoke with Mr. Ramsey who said his FEMA flood plain determination was completed and he will be submitting for a building permit with the County as soon as he gets the report.

OLD BUSINESS – ALL ITEMS ARE ACTION ITEMS

Lillis Lots – Sewer Connection to Main Line:

This item was tabled until Mr. Bopp was in attendance.

Vacate Old County Road Easement:

Chairman Howard updated the Board that he has been in contact with the County Director of Roads and the County Road Engineer and he stated the process for the vacate request will take some time.

Ordinance Review:

This item was tabled for the next meeting.

SCADA-Project Update:

Mr. Barnhart reported that the Hawkins booster telemetry is complete and the contractor is still working on programming for the other systems.

ARPA Water System Improvement Review:

The Board discussed the well site maps and where the drilling will occur. The bid is approved and the Chairman will schedule a kick off meeting with the contractor, engineer and DEQ. The District will need to submit the well site for approval and then the contractor can start drilling. Mr. Larson updated the Board on the alternative well testing strategies and stated the contractor assured the well testing method presented in the bid will not affect the wetlands and had DEQ approval. Chairman Howard discussed the stand-by power component as one of the next steps in the project. The Board discussed the results of the survey of the parcel that the water tank is on and the different configurations that are possible for the second tank.

CONSENT AGENDA

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

Minutes

Paid Invoices

Approval of Financials

Treasurer's Report

Maintenance Report

Water Reclamation Report

Engineers Report

Executive Session - [Idaho Code § 74-206(1)]

(c) Deliberate regarding an acquisition of an interest in real property.

The Board entered executive session, as authorized above, at 2:42 pm following a motion by Mr. Larson and second by Mr. Babcock and a roll call confirmed all were in agreement. Mr. Barnhart and Ms. MacDonald were requested to attend. The Board exited the executive session at 2:50 pm

Following executive session the Board took the following action under the Water System Improvement Item above:

Mr. Larson made a motion that was seconded by Mr. Keibler to negotiate with Anna Kalhar, the resolution of the trespass on her property of the water tank in 1975 to create a permanent easement with specific dimensions to be determined. The motion carried unanimously.

A second motion was made by Mr. Larson to seek restitution from the prior engineers known as Tucker or Sewell for any amounts resulting from the negotiation of the permanent easement with Ms. Kalhar and with a second by Mr. Keibler the motion passed unanimously.

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 2:53 pm and the motion was carried unanimously.

Respectfully Submitted and Approved:

Julia MacDonald
Treasurer/Administrator

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Jack Howard
Chairman of the Board