

**REGULAR MEETING OF THE BOARD OF DIRECTORS**  
**Southside Water and Sewer District**  
P.O. Box D, Sandpoint, Idaho 83864  
May 21, 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, Brett Babcock, Doug Bopp and Gregory Keiber were present.

**Others Present:** Treasurer Julia MacDonald and Operator Jason Barnhart. Dan Larson from 7B Engineering. The Farmer Steve Barnhart.

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

**Members of the Public:** Andrew Hobbs from Sherwood Estates Development. SWSD Patron William Herrington. Mr. Herrington is considering building on his lots and is doing some long-term planning, so he wants to attend some meetings.

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

**Sherwood's Development Review:**

Mr. Hobbs is with Sherwood Estates Development, which is 16 acres and 4 parcels. He stated that it's zoned suburban and within the 4 parcels, 64 lots would be allowed by the County. Because of sewer and water capacity he would like to do 30 lots instead. He is considering private septic systems and private wells for the ½ acre lots and the Chairman brought the district ordinance to his attention regarding septic, and that our ordinances were on the website. He understands that if approved with the Southside public sewer, the main connection would need to get under to the east side of Highway 95. Chairman Howard instructed Mr. Hobbs to connect with the District Engineers, Keller & Associates, at the developer's expense. The Chairman stated that the District is on the edge of sewer capacity and might reach a moratorium but the Board is working to improve that issue. Mr. Bopp stated that because the parcel wasn't in the original District sewer design plans, an engineering assessment needed to be done to see if the Brisboys pressure line can handle the additional capacity. Mr. Hobbs stated that he was possibly interested in hooking up to District water for the development and Mr. Bopp addressed feasibility concerns including water pressure, the existing service line, and lack of easement to the Sherwood Development.

**Farmer Irrigation Discussion:**

Steve Barnhart is the farmer for the land app hay fields, and he addressed the Board with concerns with the productivity of the hay fields due to lack of water and nitrogen in the last few years. He understands the need to get the trees to grow but the hay fields will need water and nitrogen to grow.

**Directors Oath of Office:**

The Board members Brett Babcock, Jack Howard and Gregory Keibler swore the oath of office at 2:27 pm.

### **Appoint Officers, Chairman, Vice Chairman, Treasurer**

Mr. Larson made a motion to appoint Jack Howard as the Chairman, seconded by Mr. Bopp and all were in favor. Mr. Babcock made a motion to appoint Kass Larson as Vice Chairman and, with a second from Mr. Keibler, all were in favor. Mr. Bopp made a motion to appoint Ms. MacDonald as Treasurer and, with a second from Mr. Keibler, all were in favor.

### **Accudose & Seneca – Sewer Lift Station Odor Remediation**

Chairman Howard presented the PowerPoint for the lift station control monitoring alternative with AccuDose. The Chairman explained the monitoring system is more cost effective than SCADA, provides real time data and can be fully installed and functioning in little time. Many other companies are using this monitoring technology. The device goes into the lift station and cellularly communicates with the AccuDose server. Mr. Barnhart explained that the monitors will track what the station does, and he can access the data on his phone. The data will help to size the Seneca scrubbers appropriately. The three test stations are Tyler, Buck Run and Haynes.

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

The review of the fee schedules from contractors was tabled to the June 18<sup>th</sup> meeting.

### **Fish Hatchery – Water Account:**

Ms. MacDonald explained that the Water Life Discovery Center has water and sewer service but has never been assessed a monthly water fee. They are assessed a sewer fee. She stated that the water meter is read every month and manually documented, and usage has been very minimal for years but without a code in the software there isn't a way to track the usage for District consumption data. She explained the hard file contains information that Idaho Fish and Game and the Southside Water & Sewer District had worked together extensively since the inception of the District and had agreements regarding the treatment plant, water at the springs and easements. Mr. Bopp stated that when they opened the Discovery Center for public access, the department had to provide water from a public water purveyor for safety reasons. To his recollection, the District provided a water service in exchange for the use of the center for the monthly meetings. After reviewing the files, nothing was found that documented the exchange. Chairman Howard considered the permanent easement that the Fish & Game gave to the District for access to the newly added WW treatment land and the Board discussed continuing the established no fee option for the Fish & Game. Staff was directed to scan the file documents for the Chairman to review and to draft a no fee resolution for the Board to vote on at the next meeting.

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

Truck Crane Quotes – Mr. Barnhart explained the need to be able to get a hoist truck into the lift stations to pull pumps for cleaning and for responding to emergency situations. He explained that to thoroughly clean and vac out the lift stations that the pumps need to be pulled out and the hoist truck with KG&T is \$190 and hour. The Board discussed the requirement to have at least two people on site and the challenges of accessing the Jones Road and Swans lift station. The Board discussed placement of the crane on the truck, installation and stabilizers. Ms. MacDonald expressed concern for the capital budget at this point and Mr. Barnhart was directed to get the total cost for shipping and installation to present at the next meeting.

The Board reviewed the quote for the Variable Frequency Drive (VFD) Irrigation Pump at \$11,768 and approved adding the capital project. The VFD will equally disperse the irrigation and will be more efficient. Mr. Barnhart also verified that the current voltage at the land app site is sufficient.

**New Building Permit Review:**

The Board reviewed the information for the dwelling over a garage building at 170 Birch Haven that will be hooked to sewer services. The dwelling didn't go through the normal application and review process and Staff is unaware of a change in use application with the County. Information stated by the property owner and the hookup to sewer services indicates an Additional Dwelling Unit (ADU) by ordinance definition. After review of the District ordinance and consideration of the dwelling size and proposed use, the Board determined that the building qualifies as an ADU. Staff was directed to write an informative letter and send an invoice for the ADU hookup to the property owner.

**OLD BUSINESS – ALL ITEMS ARE ACTION ITEMS****USDA Rural Development Project Review:**

Chairman Howard updated that the Judicial Confirmation Petition is being worked on by Susan Weeks.

**CONSENT AGENDA**

**Engineering Report:** Chairman Howard requested an engineering report from Dan Larson who stated that the bid manual update for the reservoir project was sent back to DEQ for approval. Once it is approved, the Board will need to vote to advertise for bids. The Chairman updated that Chris Comstock had inspected the pumphouse ground with Mr. Barnhart and confirmed the option for a normal foundation. The Chairman informed that Keller is working on updating the sewer capacity calculation for the District and it will need to go to DEQ for review. Mr. Bopp added that the closing of Springy Point Campground will affect the flows.

Next, Mr. Larson made a motion, seconded by Mr. Babcock, 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 3:37 pm and the motion carried unanimously.

Respectfully Submitted and Approved:

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Julia MacDonald  
Treasurer/Administrator

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Jack Howard  
Chairman of the Board