

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

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

P.O. Box D, Sandpoint, Idaho 83864

October 16, 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, Doug Bopp and Gregory Keibler were also present.

**Others:** Treasurer Julia MacDonald, Operator Jason Barnhart, and Engineer Kyle Meschko were also present.

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

**Members of the Public:** Tom Bangle, Jeremy Grimm

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

#### **Phase II & beyond ARPA Engineering Costs:**

The Board Discussed ways to reduce the engineering costs for Phase II of the water system improvement project. Mr. Meschko stated that some of the task items on the Tank PER can be reduced or eliminated and some are necessary. He doesn't recommend cutting the geo tech item and explained to the Board how the task will be important to ensure the longevity of the Tank and reduced risk of failure.

The Board discussed the well connection items and ways to reduce engineering costs through hiring a contractor that is licensed for public works. Mr. Meschko suggested to contact Steve Burns (DEQ) with a detailed list of qualifications and task responsibilities of the contractors, the District and the engineers to see if the District can meet all of the state requirements.

Chairman Howard updated the Board that he and Mr. Larson and Mr. Barnhart took a field trip to Cabinet Mountain Water in Bonners Ferry to look at their new well facility. The Board reviewed a slideshow of the facility and discussed comparisons to the needs of the District. Mr. Bopp provided a draft of his proposed building layout for reference of what is needed in the building including expansion to an additional well in the future. The Board discussed plumbing, electrical, HVAC, panels etc. and how to reduce costs and meet the funding and other requirements from DEQ. Chairman Howard provided a conceptual drawing of the well house location to the County Planning department. Based on that drawing, a Conditional Use Permit for the building and well facility isn't necessary, but the final determination will be made in the future.

The Board set a workshop for Tuesday the 22<sup>nd</sup> at 4:30 pm with the engineers to discuss the tank task items and well house design suggestions.

#### **Water Hookup Fee – Meter Fee Addition:**

The Board discussed adding a fee for a meter and transmitter charge at the time of a new water connection fee. The District would provide the meter and transmitter to the contractor for installation. Mr. Barnhart said this would help to eliminate incorrect meter installations. Ms. MacDonald said that a public hearing would be necessary for a new fee. Mr. Larson made a motion to initiate the process and with a second by Mr. Bopp the Board unanimously approved and directed staff to work up the fee schedule for approval at the next Board meeting.

### **Scrap Equipment Disposal List:**

Mr. Barnhart has unusable pumps (maintenance report) to send to scrap. With a motion from Mr. Larson and a second from Mr. Babcock, the disposal list was unanimously authorized by the Board pending recommendation of the auditors. Next, Ms. MacDonald would like authorization to clear the data off of the old computers that are no longer useable and dispose of them. Mr. Larson volunteered to help with clearing the data and hard drives.

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

The Board discussed the Farmin Lift Station upgrade project. Mr. Barnhart updated that he had spoken to RC Worst and Reiner Pumps who deals ABS pumps and will send packets out for the Board to review. He talked with Reiner Pumps about going through all lift stations and coming up with standards for panels, plumbing and pumps. Mr. Bopp noted the many variables in the District and Mr. Meschko suggested there could be some standardization for panels and other plumbing and the pumps determined by specific needs of the lift station.

### **New Building Permit Review:**

Jeremy Grimm is representing the landowners with their effort to split their property on Clearwater Lane into two parcels RP03923000010A. He stated that in order to proceed through Bonner County Planning he is requesting a will serve for sewer so that the new parcel can be created. Chairman Howard explained that currently there is no sewer moratorium and the District has no barrier for splitting the lot and that lot divisions are up to the County. The District process for issuing a will serve is at the time of building permit application. He offered that the County can contact the District if they have any questions. Mr. Grimm will talk to the County and email Jack and the District with any questions.

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

### **Swans Lift Station Access Easement:**

Mr. Barnhart, Mr. Larson and the Chairman measured the access easement that the prior Board had agreed to and found that the easement is in compliance with the agreement. The Board discussed possible solutions for getting a service truck or equipment to the lift station and a method to pull the pumps. Mr. Larson noted the issue with the condition of the access road and that it needs to be better managed. Mr. Bopp will visit the site to assess the building drain onto the easement issue.

### **Bahia Del Sol Subdivision:**

Mr. Meschko updated that Mr. Brown (Sewell) hasn't provided the as-built for the lift station so that Keller can show DEQ that the lift station was designed for adequate capacity for the project. Mr. Meschko clarified that Keller will bill the District for their time worked on this project and the District will bill Mr. Brown (Sewell). The District needs to provide the construction improvement agreement to Mr. Brown to sign.

### **Lift Station Odor Remediation:**

Mr. Barnhart has tracked some data with the sensor and will resume with tracking next spring. This item will be tabled until next spring.

### **SCADA-Project Update:**

Chairman Howard updated the Board that Tim Guy at Bigfoot is working on the SCADA project for the sewer system which will provide additional data for the District.

**ARPA Water System Improvement Review:**

Chairman Howard updated that the new well water right combined the two previous rights into one water right with three diversion points (wells). The District is allowed to pump just over 399 GPM at any one time.

On the tank inspection, Chairman Howard reported that Shem from S & L Underground Inc. inspected the water reservoir to provide an assessment of the tank and feels the freeze/thaw has nearly destroyed the structure. Shem recommended the District repair the liner and keep water from overflowing it. That will stop the water leak, which will stop the destruction of the tank and he feels that will give the District the best return on the repair expense and provide years of future service. Shem does not repair liners but suggested the names of contractors who do.

Mr. Barnhart reported the seepage that was observed around the new well on October 8th has stopped and hasn't been observed since. Mr. Bangle attended the meeting to hear discussion about the well seal and Mr. Meschko informed the Board that he looked at it and he didn't observe a problem.

Chairman Howard updated that he is working with the attorney on the additional funding options.

**CONSENT AGENDA**

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

<b>Minutes</b>	<b>Paid Invoices</b>	<b>Approval of Financials</b>
<b>Treasurer's Report</b>	<b>Maintenance Report</b>	<b>Engineers Report</b>
<b>Reclaimed Report</b>		

**Adjournment:** A motion by Mr. Keibler and a second by Mr. Bopp was made to adjourn the regular meeting of the Board of Directors at 3:33 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