

REGULAR MEETING & PUBLIC HEARING MINUTES OF THE BOARD OF DIRECTORS
Southside Water and Sewer District
P.O. Box D, Sandpoint, Idaho 83864
September 18, 2024

Call to Order and roll call: Chairman Jack Howard opened the meeting at the District Maintenance Shop at 2:10 pm and a roll call confirmed that Brett Babcock and Doug Bopp were also present.

Others: Treasurer Julia MacDonald and Operator Jason Barnhart

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

2023-24 Budget Amendment Hearing – Action Item

Chairman Howard opened the hearing at 2:10 pm, following a motion by Mr. Bopp and seconded by Mr. Babcock. With no public comments and no written comments, the hearing was closed at 2:11 pm following a motion by Mr. Babcock and a second by Mr. Babcock.

Members of the Public: Ernie Kee

NEW BUSINESS – ALL ITEMS ARE ACTION ITEMS

1994 Service Truck Bids Review and Award:

Two bid envelopes were opened at 2:12 pm with \$350 from the first bid and \$300 from the second. Both were considered qualified bids and the truck was awarded to the highest bidder for \$350.

Adopt Budget Amendments FY 2023-24:

The Board unanimously approved the final amended FY2023-24 budget following a motion by Mr. Bopp and a second by Mr. Babcock.

Hazard Mitigation Plan Review:

Chairman Howard had recently represented the District by attending the Hazard Mitigation Plan HMP workshop with the Bonner County EMS who has a consultant for the plan. The Chairman explained the plan provides the District with an opportunity to work with Bonner County Emergency Management to identify particular hazards and areas of concern such as earthquake, flood, drought, fire and hazardous weather. He noted there are no obligations for the District and that it would be worthwhile to participate in the program to be eligible for FEMA funding and he would like to fill out the required forms. The Board agreed that the Chairman should go forward with the required forms.

Authorization to Transfer Funds:

Ms. MacDonald proposed transfer of the current year water portion of the Ad valorem tax revenue from the O&M account to the state pool reserves for the amounts currently collected plus any additional amounts collected before the end of the fiscal year. The Board unanimously authorized the transfer following a motion by Mr. Bopp and a second by Mr. Babcock.

Next, with a motion from Mr. Babcock and a second from Mr. Bopp, a request was unanimously authorized to transfer the remaining capital expenditures from the capital account

to the O&M account for current expenditures plus any expenditures through the end of the fiscal year September 30th.

Capital Project Review / Update:

The Board discussed the Farmin Lift Station upgrade project and the level of engineering support that the District would like for the bid specs. Mr. Bopp stated that design specs should be provided to the contractors for this bid. The Board discussed design standardizations for lift stations with similar equipment needs that may reduce engineering costs. Mr. Bopp stated the smaller individual stations are similar but the other main line lift stations are more complicated with multiple considerations for different flows and sizes. Mr. Barnhart suggested standardization of some of the parts and the panels. He added that the engineer mentioned bringing the lift stations up to modern standards. The Chairman requested Mr. Barnhart to come up with items that can be standardized. After discussion, the Board directed Mr. Bopp and Mr. Barnhart to request a meeting with R.C. Worst to discuss their bid and the project specs.

Next, the Board discussed the maintenance shop automated locking gate and fence quote for approximately \$23,000. Chairman Howard stated that keeping people and pets out of the maintenance and treatment area is important to mitigate risk and he had spoken with Keller who thought the bid was reasonable. The Board discussed and agreed on the benefits of keeping the gate closed and locked. And with a motion from Mr. Bopp and a second from Mr. Babcock the project was unanimously approved.

New Building Permit Review:

None presented

OLD BUSINESS – ALL ITEMS ARE ACTION ITEMS

Swans Lift Station Access Easement:

After discussion of the issue with the easement, Chairman Howard will request a meeting with the owner to discuss possible solutions and the issue was tabled for the next meeting.

Bahia Del Sol Subdivision:

Mr. Bopp has reviewed the plat plans and has concerns regarding the sewer laterals that appear to be in the middle of some of the lots and wants to request that they are moved to the roadway. Chairman Howard instructed to direct comments to Keller or talk to Scott Brown and Mr. Bopp stated that he will approach Mr. Brown first.

Lift Station Odor Remediation:

Mr. Kee was in attendance to discuss the odor issue at the Tyler Station. Mr. Barnhart explained that the District recently purchased a H2S monitor and he will get started on installing it. The Chairman stated that the District is working hard to identify a solution and wants to get the odor issues under control. Mr. Bopp discussed a mixer equipment alternative and stated that the blower assembly that was installed at the Jones station worked well and was quiet when it was working and may be a good option for the Tyler station.

SCADA-Project Update:

Chairman Howard updated the Board that Bigfoot Tech Services took over the project for Amped Pump and Controls. He explained the estimate of approximately \$14,000 was provided by Tim at Bigfoot to complete the Water System portion and that a second component for \$16,000 was proposed to equip the shop with the controller and cellular equipment for the lift

stations that would dial through the AT&T first net cellular system. Mr. Barnhart verified a good cellular signal at all lift stations and the new system is expected to save the District expenses with the elimination of the current land line system with Zply. Chairman Howard stated that Tim at Bigfoot feels the communication line up to the tank is a lightning risk and will use all cellular. After Board discussion of the technology, Mr. Babcock made a motion that was seconded by Mr. Bopp to approve the contract for the water project completion and to add the second component for the sewer system subject to review of the contract by Board members.

ARPA Water System Improvement Review:

Chairman Howard updated that the well screen is being installed and the well development will be done next week. The Board discussed the control building and if it should be replaced or enlarged for the additional controls. The Chairman stated that the electrical is phase II and will go out for bid soon. The Board discussed the tank CUP approval and the recent DEQ comments regarding tank size and Chairman Howard stated that the County can approve the CUP pending the final comments from DEQ and that he had talked to S&L Underground about reconditioning the existing tank. The water line up to the tank will be part of the tank project.

CONSENT AGENDA

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

Minutes	Paid Invoices	Approval of Financials
Treasurer's Report	Maintenance Report	Engineers Report

Adjournment: A motion by Mr. Babcock and a second by Mr. Bopp was made to adjourn the regular meeting of the Board of Directors at 3:53 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