Eastern Idaho Regional Sewer District

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August 18, 2026, 9 AM
Regular Board Meeting Minutes

BOARD MEMBERS PRESENT: Jeff Cox (Chairman/President), Frank Lemmo (Vice President), Craig Cutler, Robert Planesi

OTHER PARTICIPANTS:
Scott Hall (NHPT Law), Alan Giesbrecht (J-U-B), Scott Barry (EIRSD), Nicole Mangum (EIRSD), Shaun Robinson (EIRSD), Jordon Johnson (City of Shelley), Cindy Donovan (City of Ammon), Nathan Riblett (City of Ammon), Brian Powell (City of Ammon), Rick Gehrke (City of Ammon), Micah Austin (City of Ammon), Craig Tibbits (LPL Financial), Dana Izatt (Searle Hart & Associates, PLLC), Blake Jolley (Connect Engineering),

1. **Call to order @ 9:00 AM**

2. **Consent Items**
   a. **Approval of minutes – Action Item**

      [Action Item]: Mr. Lemmo motioned to approve the meeting minutes for the 7/21/2026. Mr. Planesi seconded. Approved unanimously.

   b. **Review and approval of bills – Action Item**

      [Action Item]: Mr. Lemmo motioned to approve the bills. Mr. Planesi seconded. Approved unanimously.

   c. **Review and approval of construction bills – Action Item**

      [Action Item]: Mr. Planesi motioned to approve payment of construction bill, draw number 45 for GSE in the amount of $783,017.00. Mr. Lemmo seconded. Approved unanimously.

      [Action Item]: Mr. Planesi motioned to approve payment of construction bill, draw number 46 for J-U-B Engineers, Inc in the amount of $74,733.20. Mr. Lemmo. Approved unanimously.

3. **Action Item- FY 2025 Financial Audit:**

a. **Searle Hart & Associates, PPLC**
Mr. Izatt with Searle Hart & Associates has presented the Fiscal Year 2025 Financial Audit Report to the Board of Directors. Mr. Izatt provided an overview of the audit and reviewed the District's financial statements and overall financial position for the fiscal year.
Mr. Izatt reported that the audit did not identify any significant deficiencies or material findings. He advised the board that no concerns requiring corrective action were identified during the audit. The board discussed the audit results.

[Action Item]: Mr. Planesi motioned to approve the FY 2025 Financial Audit. Mr. Cutler seconded. Approved unanimously.

4. **Action Item – Commitment to Serve Letter:**

   a. North Village Division 5, Ammon, ID, Bonneville County, Rockwell Homes/Connect Engineering (22 ERUs).

   [Action Item]: Mr. Planesi motioned to approve the Commitment to Serve Letter for North Village Division 5 for 22 ERUs for Rockwell Homes/Connect Engineering. Mr. Lemmo seconded. Approved unanimously.

   b. North Village Division 6, Ammon, ID, Bonneville County, for Rockwell Homes/Connect Engineering (36 ERUs)

   [Action Item]: Mr. Planesi motioned to approve the Commitment to Serve Letter for North Village Division 6 for 36 ERUs for Rockwell Homes/Connect Engineering. Mr. Lemmo seconded. Approved unanimously.

5. **Action Item- Consideration of setting a Public Hearing for Annexation Petitions:**

   a. **Petition #2026-5:** The Church of Jesus Christ of Latter-day Saints – 827 E 1500 N, Shelley, Idaho (Bingham County)

   [Action Item]: Mr. Cutler motioned to approve the consideration to hold a public hearing for Petition #2026-5, The Church of Jesus Christ of Latter-day Saints – 827 E 1500 N, Shelley, Idaho. Mr. Lemmo seconded. Approved unanimously.

   b. **Petition 2026-6**: 1501 N 805 E, Shelley, ID (Bingham County), Leonard & Melinda Haag

   [Action Item]: Mr. Cutler motioned to approve the consideration to hold a public hearing for Petition #2026-6, 1501 N 805 E, Shelley, ID (Bingham County), Leonard & Melinda Haag. Mr. Lemmo seconded. Approved unanimously.

   c. **Petition 2026-7**: 1505 N 805 E, Shelley, ID (Bingham County), Nicholas Emery, Jenna Dredge

   [Action Item]: Mr. Cutler motioned to approve the consideration to hold a public hearing for Petition #2026-7, 1505 N 805 E, Shelley, ID (Bingham County), Nicholas

Emery, Jenna Dredge. Mr. Lemmo seconded. Approved unanimously.

6. **Action Item – Adoption of Fee Assessment Policy #2026-04:**

Discussion was held regarding EIRSD Fee Assessment Policy #2026-04. The Board reviewed and discussed the provisions of the policy and addressed questions and considerations related to its implementation.

[Action Item]: Mr. Planesi motioned to approve the Fee Assessment Policy #2026-04, effective 8/18/2026. Mr. Cutler seconded. Approved unanimously.

7. **Action Item - New Policy for EIRSD Annual Longevity Program for Employees**

Ms. Mangum presented a proposed EIRSD Annual Employee Longevity Award Program to the Board of Directors. She provided an overview of the proposed policy, including its purpose, employee eligibility requirements, award structure, and annual distribution process. Ms. Mangum explained that the program is intended to recognize eligible employees for their continued service, dedication, and contributions to the District.

[Action Item]: Mr. Planesi motioned to approve the EIRSD Annual Longevity Program for Employees effective 12/1/2026. Mr. Lemmo seconded. Approved unanimously.

8. **Discussion Item – LPL Financial**

Mr. Tibbits presented an overview of EIRSD's LPL Financial investment accounts to the Board of Directors. He reviewed the District's current accounts and recommended that the Board consider reinvesting the funds. The Board discussed the existing investments, available reinvestment options, and Mr. Tibbits' recommendations. Mr. Tibbits will prepare a proposed investment portfolio for the boards approval. No formal action was taken.

9. **Discussion Item** –J-U-B/GSE - Upgrades Project
   a. Project update

10. **Discussion Item-Office Manager Report**

Ms. Nicole Mangum presented the Office Manager's Report and reviewed the District's financial and administrative activities for July 2026. She invited the Board to ask questions regarding accounts payable, accounts receivable, and the District's bank statements.

Ms. Mangum advised the Board that the City of Shelley's DEQ loan payment and EIRSD's U.S. Bank bond payment are due in September 2026, and the City of Ammon's DEQ payment is due in October 2026. She also reported that she will begin entering payroll into the District's new QuickBooks Online system and will continue reviewing and correcting line-item classifications within the newly implemented system.
No further questions were raised by the Board.

11. **Discussion Item-Manager's Report**

Mr. Scott Barry presented the District Manager's Report and provided updates regarding plant operations, regulatory compliance, ongoing maintenance activities, and current facility construction projects. Mr. Barry reported that construction activities are progressing as expected and that no significant concerns have been identified at this time.

President Cox recognized Mr. Scott Hall upon his retirement and expressed the Board of Directors' and District staff's sincere appreciation for his many years of dedicated service, professional guidance, and valuable contributions to EIRSD.

12. **Public Comment**

The Chair opened the floor for public comment.

No public comment.

13. **Executive Session – Idaho Code § 74-206(1)(f)**

Mr. Planesi motioned to enter into Executive Session at 10:39 a.m. Mr. Cutler seconded. Approved unanimously.

The board exited the Executive Session at 10:59 a. m.

14. **Adjournment**

Mr. Lemmo has motioned to adjourn the Executive Session and adjourn the regular Board meeting at 10.59 a.m., Mr. Cutler seconded. Approved unanimously.

Approved: ______________________ Attest: ______________________