

Eastern Idaho Regional Sewer District

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Meeting ID: 582 582 0002

December 17, 2024, 9 AM Regular Board Meeting Minutes

BOARD MEMBERS PRESENT: Brian Powell (Chairman/President), Craig Cutler (Vice President) via Zoom, Sid Hamberlin, Jeff Cox

OTHER PARTICIPANTS: Scott Hall (NHPT Law), Alan Giesbrecht (J-U-B), Scott Barry (EIRSD), Nicole Mangum (EIRSD), Jeff Kelley (Shelley City Council), Justin Bickle (GSE), Caden Fuhrman (Eagle Rock Engineering); Craig Tibbits (LPL Financial); Tyler Wood (GSE)

1. Call to order @ 9:02 AM

2. Consent Items

a. Approval of minutes – Action Item

[Action Item]: Mr. Hamberlin motioned to approve the meeting minutes for the 11/12/2024 regular board meeting. Mr. Cox seconded. Approved unanimously.

b. Review and approval of bills – Action Item

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

c. Review and approval of construction bills – Action Item

[Action Item]: Mr. Hamberlin motioned to approve payment of the construction bills and draw #4 to US Bank in the amount of \$845,983.00. Mr. Lemmo seconded. Approved unanimously.

3. Public hearing set for following annexations

a. Petition #2023-9: Target Annexation – Action Item

Mr. Barry reported that Target had paid its annexation fee. Mr. Giesbrecht confirmed that the petition had been reviewed.

[Action Item]: Mr. Cox motioned to approve the Public Hearing for Petition #2023-9 Target Annexation set on 1/21/2025 at 9 a.m. Mr. Hamberlin seconded. Approved unanimously.

b. Petition #2024-9: Copper Meadows Annexation – Action Item

The board noted that the development will need to take responsibility for maintaining its own sewer line within the development.

[Action Item]: Mr. Hamberlin motioned to approve the Public Hearing for Petition #2024-9 Copper Meadows set on 1/21/2025 at 9 a.m. Mr. Lemmo seconded. Approved unanimously.

4. North River Estates-Commitment to Serve Request-Action item

Mr. Fuhrman of Eagle Rock Engineering noted the development will be 36 lots and that North River Estates agrees that EIRSD will not be maintaining these lines and North River Estates will take responsibility of maintaining their own lines.

[Action Item]: Mr. Lemmo motioned to approve, and Mr. Cox seconded. Approved unanimously.

5. Resolution #2024-007: Regular District Meeting Schedule for 2025

The resolution was read which established the third Tuesday of each month as the schedule for the regular district meeting. Chairman Powell asked that before each meeting, the agenda would be emailed to Planning and Zoning directors at the cities and counties and that they be asked if there are developers or other contacts that should be added to the email list.

[Action Item]: Mr. Hamberlin motioned to approve, and Mr. Lemmo seconded. Approved unanimously.

6. Financial Management Policy – Action Item

Mr. Giesbrecht reported that the requested language regarding EIRSD's commitment to cost-effective management of the finances was added to the policy.

[Action Item]: Mr. Cutler motioned to approve the Financial Management Policy and Mr. Hamberlin seconded. Approved unanimously.

7. Employee Handbook-Action item

Chairman Powell reported that the Employee Handbook has been reviewed by the board and noted that this needs to be reviewed with all employees staffed at EIRSD in staff meetings. Each employee will need to sign in agreeance and understanding of this Employee Handbook.

[Action Item]: Mr. Lemmo motioned to approve, Mr. Cox seconded, Approved unanimously.

8. Authorize Craig Tibbitts (LPL Financial) to invest District funds in accordance with the Eastern Idaho Regional Sewer District investment policy-Action Item

Mr. Craig Tibbitts (LPL Financial) summarized the financial management services, that he would offer in investing EIRSD's funds in accordance with EIRSD's Investment Policy. The board

requested Mr. Tibbits to provide a written summary of his proposed investment strategy and schedule for the boards review. The board asked that the funds in Account#2678 be separated into capacity replacement and extra O&M categories. The board requested Brian Powell (President), Sid Hamberlin (Secretary), and Scott Barry (Plant Supervisor) to be listed as Account Signers.

[Action Item]: Mr. Hamberlin motioned to authorize Mr. Tibbits to invest EIRSD's funds upon the board's review and acceptance of his proposed investment strategy and schedule; Mr. Lemmo seconded. Approved unanimously.

9. J-U-B Engineers – Alan Giesbrecht

a. Update on legal descriptions for EIRSD boundary and zone boundaries-Discussion item

Mr. Giesbrecht reported that all the documents needed to create the district at the state had been sent to the Tax Commission, and their response should be coming soon. Chairman Powell requested that copies of all Annexations be sent to the County Clerks and election office in addition to the Tax Commission.

10. J-U-B/GSE - Upgrades Project

a. Project update – Discussion Item

Mr. Tyler Wood of GSE reported that Phase#1 continues to go well. GSE is currently working on underground piping and getting the new building sheathing done. For Phase#2, GSE is working on getting the permitting. The switch gear boxes are scheduled for March 2025. GSE; is currently staying on path to finishing up Phase#1 and moving forward to Phase#2.

b. GSE GMP approval for Phase 2 including contract amendments #3 and #4-Action Item

Mr. Justin Bickle noted that the Board had approved GSE's Amendment #3 in the previous board meeting for \$21,120,604. Now that GSE has costs for the process building, Mr. Bickle requested board approval for Amendment #4 for \$8,105,401 which includes the following packages: 04-Architectural (process building, etc.); 08-Landscaping & Fencing (estimated price); and 09-Site Grading, Fill & Paving (estimated prices). The total Phase 2 GMP will be \$29,226,005.

The board discussed that the project cost has increased since the original estimate due to a number factors including inflation, phasing, and scope items that had to be added. It was noted that user rates still have not been impacted by the project.

[Action Item]: Mr. Cox motioned to approve Amendment #4; Mr. Hamberlin seconded. Approved unanimously.

11. Office Manager Report-Discussion Item

The Board welcomed Nicole Mangum as the new Office Manager for EIRSD as she is taking over for Janice Boggs. She will be working through documents and keeping up to date on spreadsheets.

12. Manager's Report – Discussion Item

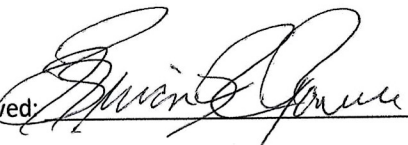
Mr. Barry reported that the building heater has been replaced, the polymer pump was replaced; the TMOS Pumps have been rebuilt, new TMOS Pump has been ordered; the River Bend Lift Station screen was built and up and running; the Headworks fine screen will be rebuilt next week; and, Audric Reid has passed his Class 2 & Collection certification tests. The annual Employee Appreciation Dinner will be January 18, 2025 at 6:30 p.m. located at Copper Rill in Idaho Falls, ID.

13. Public Comment

No other public comments or questions.

14. Adjournment

Mr. Hamberlin motioned to adjourn the board meeting at 11:13 AM. Mr. Lemmo seconded. Approved unanimously.

Approved:  Attest: 