



Eastern Idaho Regional Sewer District

Join Zoom Meeting

<https://jubengineers.zoom.us/j/5825820002?omn=85671266822>

Meeting ID: 582 582 0002

November 12, 2024, 9 AM Regular Board Meeting Minutes

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

OTHER PARTICIPANTS: Scott Hall (NHPT Law), Alan Giesbrecht (J-U-B), Scott Barry (EIRSD), Jordon Johnson (City of Shelley), Justin Johnson (City of Shelley), Tyler Wood (GSE), Justin Blickle (GSE), Jeff Freiberg (Freiberg Engineering)

1. Call to order @ 9:01 AM

2. Consent Items

a. Approval of minutes – Action Item

[Action Item]: Mr. Cox motioned to approve the meeting minutes for the 10/15/2024 regular board meeting and the bills. Mr. Cutler seconded. Approved unanimously.

b. Review and approval of bills – Action Item

[Action Item]: Mr. Hamberlin motioned to approve payment of the bills. Mr. Cox seconded. Approved unanimously.

c. Review and approval of construction bills – Action Item

[Action Item]: Mr. Hamberlin motioned to approve payment of the construction bills. Mr. Cutler seconded. Approved unanimously.

3. Public hearing for annexation petitions

a. Petition #2024-6: Jeremiah Clark Annexation – Action Item

Mr. Jeff Freiberg noted this annexation is planned for 10 commercial lots.

b. Petition #2024-7: Granite Creek Subdivision Annexation – Action Item

Mr. Freiberg summarized the location of the proposed annexation.

c. Petition #2024-8: North River Estates Annexation – Action Item

Mr. Giesbrecht summarized the location of the proposed annexation.

No public comments were received for these annexations, and Chairman Powell closed the

public hearing.

4. Approval of annexation petitions

a. Petition #2024-6: Jeremiah Clark Annexation – Action Item

[Action Item]: Mr. Cox motioned to approve Petition #2024-6: Jeremiah Clark Annexation. Mr. Hamberlin seconded. Approved unanimously.

b. Petition #2024-7: Granite Creek Subdivision Annexation – Action Item

[Action Item]: Mr. Cutler motioned to approve Petition #2024-7: Granite Creek Subdivision Annexation. Mr. Hamberlin seconded. Approved unanimously.

c. Petition #2024-8: North River Estates Annexation – Action Item

[Action Item]: Mr. Hamberlin motioned to approve Petition #2024-8: North River Estates Annexation. Mr. Cox seconded. Approved unanimously.

5. Set public hearing for annexation/de-annexation petitions

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

Mr. Giesbrecht reported that the petition had been reviewed and was ready for a public hearing. Mr. Barry reported that the annexation fee had not been paid yet.

[Action Item]: Mr. Cutler motioned to table the setting of a public hearing date for Petition #2023-9: Target Annexation until the annexation fee was paid. Mr. Cox seconded. Approved unanimously.

6. Life Insurance / Employee Assistance Program – Action Item

Mr. Kaden Padour of HUB reviewed the proposed life insurance and employee assistance program policy with the board. The board discussed that HUB had investigated policies from several companies, and the proposed policy was the most cost-effective and was somewhat modeled after Bonneville County's. The board discussed adding a buy-up option if an employee wanted to increase the life insurance amount but concluded to consider adding that option at a later date.

[Action Item]: Mr. Cox motioned to approve the policy as presented. Mr. Hamberlin seconded. Approved unanimously.

7. Sewer Connection Cap – Action Item

The board reviewed data showing the number of ERUs served by the system and the flows and loads treated by the plant. Mr. Barry reported the plant is running well, and the Phase 1 upgrades should be in operation in Spring 2025 making BOD loading less of a concern. Recent efforts to fix leaks have reduced flows the equivalent of approximately 400 ERUs. The board discussed the need to regularly review the data and make incremental increases to the cap on the number of ERUs approved for connection. Mr. Barry and the board concluded that increasing the cap on the number of connections approved for connection by 400 ERUs would be acceptable.

[Action Item]: Mr. Hamberlin motioned to approve raising the cap on the number of approved connections by 400 ERUs. Mr. Cutler seconded. Approved unanimously.

8. Hillcrest Apartments Will Serve letter 192 units - Action Item

The board discussed that the adjustment of the cap on approved connections allows for approval of this Will Serve request.

[Action Item]: Mr. Hamberlin motioned to approve issuing a Will Serve letter for Hillcrest Apartments for 192 ERUs. Mr. Cox seconded. Approved unanimously.

9. Approve New Policies

Chairman Powell reported that he, Mr. Barry, and Mr. Giesbrecht have been working with Clearwater Financial to draft several policies regarding debt management, investment, and financial management. Chairman Powell and Mr. Giesbrecht reviewed the draft policies with the board for consideration.

a. Debt Management Policy – Action Item

b. Investment Policy – Action Item

c. Financial Management Policy – Action Item

Mr. Cutler asked that verbiage be added to this policy that EIRSD was committed to improve performance efficiency, seek cost savings, and control costs as much as possible for the district's customers.

[Action Item]: Mr. Cutler motioned to approve the debt management policy and the investment policy but table consideration of the financial management policy until additional verbiage is added. Mr. Cox seconded. Approved unanimously.

10. J-U-B Engineers – Alan Giesbrecht

a. Update on legal descriptions for EIRSD boundary and zone boundaries – Discussion Item

Mr. Giesbrecht reported the Tax Commission is still reviewing the information that has been submitted to them for creating the district.

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

a. Project updates – Discussion Item

Mr. Tyler Wood with GSE reported that Phase 1 continues to go well. Schedule is on track. GSE was looking options for the ATS to accelerate the schedule, but the original ATS has been determined to be the best option regarding both cost and schedule.

For Phase 2, GSE is ready to start construction and presented an Amendment #3 to the board to consider for approval at the December board meeting. The amendment provides a Guaranteed Maximum Price for Phase 2 for \$21,120,604 but excludes bid packages 04 – Architectural, 08 – Landscaping and Fencing, and 09 – Site Grading, Fill &

Paving. These packages will be added later with future amendments when bids and prices are confirmed.

b. Population of new membrane basins - Action Item

Mr. Giesbrecht provided a detailed model of life cycle costs for the next 30 years to compare fully populating the new membrane Basins #3 and #4 with membranes versus only populating each basin half-full. The comparison shows that the cost comparison favors the half-full option in the first few years but favors the full-population option in the long run due to the membranes not being driven as hard which extends their useful life. The full population option provides operational, reliability, and redundancy benefits as well.

[Action Item]: Mr. Cutler motioned to approve fully populating the new membrane basins. Mr. Hamberlin seconded. Approved unanimously.

12. Manager's Report – Discussion Item

Mr. Barry reported that the operators have been dealing with some equipment failures regarding the Riverbend Lift Station screen sprocket, the fine screen grinder/compactor seal, and a TMOS pump seal. A new permeate pump will be installed next week. The UV system is planned for rehabilitation so that all 3 units are operational; the capital replacement fund will be used to purchase the spare parts and the construction loan to cover the system repair costs through the upgrades project. Security cameras and key pads are being installed on the plant buildings.

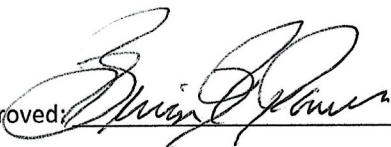

An end-of-the-year employee appreciation dinner is planned for January 17 or 18.

13. Public Comment

No other public comments or questions.

14. Adjournment

Mr. Cox motioned to adjourn the board meeting at 10:48 AM. Mr. Hamberlin seconded. Approved unanimously.

Approved:  _____ Attest:  _____