

# Eastern Idaho Regional Sewer District

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Meeting ID: 913 0484 4313

## November 18, 2025, 9 AM Regular Board Meeting Minutes

**BOARD MEMBERS PRESENT:** Brian Powell (Chairman/President), Craig Cutler (Vice President), Jeff Cox, Frank Lemmo

**OTHER PARTICIPANTS:** Scott Hall (NHPT Law), Alan Giesbrecht (J-U-B), Shaun Robinson (EIRSD), Nicole Mangum (EIRSD), Scott Barry (EIRSD), Tyler Wood (GSE), Justin Johnson (City of Shelley), Micah Austin (City of Ammon), Cindy Donovan (City of Ammon), Tiffany Olsen (Bingham County),

1. **Call to order @ 9:00 AM**
2. **Action Item- Consent Items**
  - a. **Approval of minutes**

**[Action Item]:** Mr. Cox motioned to approve the meeting minutes for the 10/21/2025 regular board meeting and the bills. Mr. Cutler seconded. Approved unanimously.

- b. **Review and approval of bills**

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

- c. **Review and approval of construction bills**

**[Action Item]:** Mr. Cox motioned to approve payment of the construction bill, draw number 27 to GSE for the October 2025 invoice for the amount of \$1,386,049. Mr. Lemmo seconded. Approved unanimously.

**3. Action Item-Commitment to Serve Letter**

**a. River Wood Estates**

A total of 118 ERU's for Robert R. Johnson, RR Johnson Real Estate, LLC, located at 1550 Woodville Road, Shelley, Idaho (Bingham County). The development consists of 86 acres designated for single-family-residential use. The Board questioned whether the development should be annexed into Woodville Water and Sewer District or EIRSD, but since no representative was present for the discussion, the conclusion was the request should be tabled.

**[Action Item]:** Mr. Cox motioned to table the request for a Commitment to Serve Letter for River Wood Estates. Mr. Lemmo seconded. Approved unanimously.

**4. Action Item- Approval of Roof Repair on the Process Building located at EIRSD Facility**

The Board discussed the need to repair the roof on the Process Building and the differences in the scopes and costs of the bids that had been received.

**[Action Item]:** Mr. Lemmo motioned to approve the Roof Repair on the Process Building located at EIRSD Facility, with the bid being \$81,500 plus GSE's administrative fee paid from reserve funds. Mr. Cox seconded. Approved unanimously.

**5. Discussion Item- J-U-B Engineering-Alan Giesbrecht**

**a. Reuse permitting**

Mr. Giesbrecht discussed plans for a public meeting, previously approved by the Board, to be held in February 2026. The purpose of the meeting will be to inform nearby residents and stakeholders about the proposed water reuse initiatives. Mr. Barry is currently collecting plant effluent samples from the river to demonstrate reduced bacteria levels compared to the remaining upstream water. Irrigation of this effluent will not be possible for at least another year and a half due to ongoing facility upgrades and the permitting process.

The Board also discussed the challenges, feasibility, and associated costs of implementing a groundwater recharge system for future water infrastructure needs. To move the evaluation forward, the Board requested J-U-B Engineers to prepare a cost estimate for the project. This estimate would then be used to initiate discussions with DEQ and potentially secure funding support.

**6. Discussion Item-J-U-B/GSE**

**a. Project Update**

Mr. Wood from GSE provided an update on the progress of Phase 1 and Phase 2 of the ongoing construction project. He reported that Phase 1 is nearly complete, with

the final major tie-in to the basins finished. The project is now approaching the final punchlist stage. Mr. Wood stated that Phase 2 is currently underway, with work focused on the construction of the CMU walls and steel structures associated with the Process Building addition. The estimated timeline for completion is 45 weeks, although a delay caused by the CMU subcontractor has pushed the expected completion date of the building walls to the end of January. He also noted that crews are performing critical excavation work for the new plant drain lift station, which will be a 16-foot-wide, 30-foot-deep structure located in an area surrounded by existing utilities. Additionally, progress is being made on the automation of the aeration basins, which are now being brought online and controlled through automated systems.

**7. Discussion Item-Office Manager**

Ms. Mangum presented the financial statements for October 2025 and provided an update on ongoing efforts to reconcile financial records. She discussed the implementation progress of the new QuickBooks system, noting improvements in vendor payment processing and overall bank account management. The Board reviewed budget adjustments, including a notable 5% annual increase in ERU growth, which is nearly double the 2.5% increase projected in prior forecasts. The Board also discussed billing procedures for new construction, confirming that billing begins only after the issuance of a final Certificate of Occupancy (CO). For the month of October, Ms. Mangum reported that the City of Ammon issued 29 final COs and the City of Shelley issued 11. Falls Water and Woodville reported no new connections. The district currently has 9,569 ERUs in service out of the 9,800 approved. Mr. Powell addressed upcoming bond payment obligations, noting that the combined debt service for the City of Ammon bonds, the City of Shelley bonds, and the newly issued bond will need to increase to \$1 million by March and September of 2026.

**8. Discussion Item – Manager’s Report**

Mr. Barry reported that the wastewater treatment plant is running efficiently and smoothly. Mr. Giesbrecht, Mr. Barry, and the Board reviewed flow data on a per-ERU basis, which continues to show a downward trend over the past two years despite added system capacity. This trend is attributed to improved collection system efficiency and leak repairs.

The Board discussed the leaking pipeline issue on the Woodland Hills line near the City of Ammon that requires repair. Mr. Barry explained that the pipeline problem is due to a failed seal on a pipe joint, which has caused infiltration. He further noted that the



repair will require bypassing of approximately 1.2 MGD during construction. Mr. Johnson from the City of Shelley shared several ideas and potential options for completing the repair. Mr. Barry stated that he will re-camera the damaged pipe section to determine the precise footage and location needed for planning the repair, as requested by the Board. Mr. Barry will also obtain pricing information and provide board members with repair cost estimates and a projected timeline prior to the next meeting. Mr. Barry noted the flow loggers that had been placed to monitor system flows and to analyze the spring water flow data have been retrieved.

The Board addressed concerns regarding issues occurring within the City of Ammon related to commercial restaurant grease trap maintenance. Mr. Barry mentions that a third-party company has reportedly misrepresented cleaning services by taking photos to falsely document work that was not actually performed, potentially constituting fraud. Mr. Barry met with Mr. Ribblet from the City of Ammon on Thursday to discuss the matter. Mr. Barry noted that Mr. Ribblet and his team intend to resolve these issues and will continue following up, as grease trap compliance is required per EIRSD policy.

Additionally, the Board discussed the need to establish a list of approved vendor inspectors to assist restaurants in selecting reputable service providers. This list will be made available to all cities and counties connected to EIRSD.

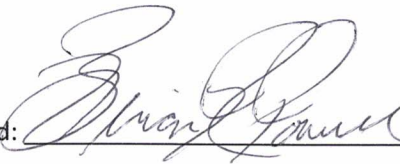
**9. Public Comment-**

There were no Public Comments.

**10. Adjournment**

Mr. Cutler motioned to adjourn the board meeting at 10:31 A.M. Mr. Lemmo seconded. Approved unanimously.

Approved: \_\_\_\_\_



Attest: \_\_\_\_\_

