

# Eastern Idaho Regional Sewer District

## March 26, 2024 Regular Board Meeting Minutes

**BOARD MEMBERS PRESENT:** Brian Powell (President), Craig Cutler (Vice President), Sid Hamberlin, Brad Higley, Frank Lemmo

**OTHER PARTICIPANTS:** Scott Hall (NHPT Law), Alan Giesbrecht (J-U-B), Alyssa Jones (J-U-B), Scott Barry (EIRSD), Troy Ellison (Cloacina), Tyler Wood (GSE), Allan Johnson (DEQ), Jordan Johnson (City of Shelley), Justin Johnson (City of Shelley), Niel Humphreys (Eagle Rock Engineering), Ed Ankenman (J-U-B), Jordan Parker (J-U-B), Cameron Arial (Clearwater Financial), Jace Perry (Clearwater Financial), Heather McBride, Trevor Steffler (Automation Werx)

1. **Called to order @ 9:00 AM**
2. **Consent Items**
  - a. **Approval of minutes – Action Item3s**
  - b. **Review and approval of bills – Action Item**

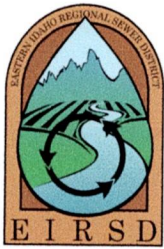
**[Action Item]:** Mr. Brad Higley motioned to approve meeting minutes and bills. Seconded by Mr. Frank Lemmo. Motion passed unanimously

3. **Public Hearing for annexation petitions:**
  - a. **Petition #2024-1: Harvest Creek**
  - b. **Petition #2024-2: Hidden Valley Division No. 4**

There were no public comments on either Petition. Mr. Alan Giesbrecht stated that both petitions were reviewed and appeared to meet annexation application requirements. Mr. Brian Powell closed the public hearing for comments.

4. **Approval of annexation petitions:**
  - a. **Petition #2024-1: Harvest Creek – Action Item**
  - b. **Petition #2024-2: Hidden Valley Division No. 4 – Action Item**

**[Action Item]:** Mr. Higley motioned to approve both Petition #2024-1: Harvest Valley and Petition #2024-2: Hidden Valley Division No. 4. Seconded by Mr. Sid Hamberlin. Motion passed unanimously.



# Eastern Idaho Regional Sewer District

## 5. Will Serve Letters

### a. North Village Division 1, 75 ERUs – Action Item

Mr. Powell noted that whereas the Will Serve letters reference the requirement to comply with EIRSD sewer ordinance, legal counsel has recommended not issuing further Will Serve letters until the sewer ordinance is officially adopted.

**[Action Item]:** Mr. Lemmo motioned to table this action item until the new sewer ordinance is in effect. Seconded by Mr. Higley. Motion passed unanimously.

## 6. Commitment to Serve

### a. Deer Run #1, 11 lots – Action Item

**[Action Item]:** Mr. Lemmo motioned to table until the new sewer ordinance is in effect. Seconded by Mr. Higley. Motion passed unanimously.

## 7. Project 2 Funding Options (Clearwater Financial) – Action Item

Mr. Cameron Arial and Mr. Jace Perry with Clearwater Financial presented different funding options for Project 2 upgrades. Options included Idaho Bond Bank Authority, USDA Rural Development, and a “market deal” with an open bond market loan. A market deal loan would take about 3 to 4 months to get in place. With the current scenarios, there is a shortfall of \$2M to \$3M based on available funds and loan amounts. Mr. Powell asked Clearwater to adjust their model to include interest that could be gained on interim loan financing and provide an update at the April Board meeting.

**[Action Item]:** Mr. Hamberlin motioned to table this agenda item. Seconded by Mr. Lemmo. Motion passed unanimously.

## 8. Adoption of Revisions to EIRSD bylaws and policy documents effective March 26, 2024 – Action Item

Mr. Alan Giesbrecht gave an overview of the updated documents and the process undertaken to develop the draft EIRSD sewer ordinance and coordinate it with EIRSD’s other ordinances, bylaws, and policies which also required updating.

Mr. Scott Hall noted that these documents may change time to time, but customer must comply with the ordinance and documents that are in place at the time when they start to discharge.

**[Action Item]:** Mr. Higley motioned to approve the adoption of the proposed revisions to EIRSD’s bylaws and policy documents effective March 26, 2024. Seconded by Mr. Craig Cutler. Motion passed unanimously.



# Eastern Idaho Regional Sewer District

## 9. **Adoption of Sewer Ordinance No. 2024-01 and Summary and Design and Standards Manual – Action Item**

Mr. Giesbrecht gave an overview of the contents of the draft Ordinance 2024-01 and the draft Design and Standards Manual which outlines the technical and engineering requirements applicable to infrastructure that would be owned, operated, and maintained by EIRSD.

Mr. Hall explained that a Summary of the proposed, new Ordinance 2024-01 was prepared for the Board's consideration which would waive the Idaho statute requirement to read the entire lengthy ordinance three times on separate days prior to adoption. Mr. Powell read the Summary.

**[Action Item]:** Mr. Powell moved to dispense with the reading of the entire Ordinance No. 2024-01. Seconded by Mr. Higley. Motion passed unanimously. Mr. Powell moved to adopt Ordinance No. 2024-01 and the Summary. Seconded by Mr. Lemmo. Motion passed unanimously.

Mr. Powell noted the Summary would be published as a public notice before becoming official. The Board scheduled a special meeting on April 4 at 3:00 PM to consider approval of the requested Will-Serve and Commitment to Serve letters which reference the new ordinance.

## 10. **Cloacina Membrane – Discussion Item**

Mr. Scott Barry discussed their trip to California to tour a wastewater treatment plant using a Cloacina membrane treatment system which is a packaged skid-based system. GSE arranged for the tour to investigate whether using this type of a system could reduce costs for Project 2. Mr. Troy Ellison, the CEO of Cloacina, gave a presentation on the background of his company and potential benefits that the system could offer. Mr. Giesbrecht and his design team will work with GSE and Cloacina to review the pros and cons of a skid-based system and evaluate the cost impacts and feasibility of it for Project 2. Mr. Powell requested that the results of the evaluation be presented to the Board for discussion at the May 21 meeting if possible.

## 11. **J-U-B Engineers – Alan Giesbrecht**

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

Mr. Giesbrecht stated that J-U-B and Bonneville County are continuing to work with the Tax Commission on this.

## 12. **J-U-B/GSE - Upgrades Project**

### a. **Project update – Discussion Item**

Mr. Giesbrecht reviewed updated graphs of the number of ERU's Served and flows and BOD loadings. The flows are slightly higher but similar to this time last year. BOD loadings are highly variable.

Mr. Barry said that he has been investigating the BOD results that they have been getting from the lab. He has sent samples to two other labs to compare results, and it



# Eastern Idaho Regional Sewer District

appears that the actual BOD loadings are significantly less than what the original lab was reporting. He noted that this makes sense as the plant has not had any difficulties maintaining air in the aeration basins, and there likely would have been difficulties if the actual BOD loadings were as high as being reported by the original lab. Mr. Barry will continue investigating this issue.

### 13. Manager's Report – Discussion Item

Per Mr. Barry, Plant Operator Randy Nate passed his Treatment 1 certification. Everyone at plant is now certified. Mr. Barry noted that a grant application had been submitted to Rocky Mountain Power that should result in approximately \$250,000 in funds once the upgrades project is done. He also reported that the plant received the final report of DEQ's audit of the plant, and it noted no violations which is a major accomplishment.

Plant Manager Mr. Shaun Robinson noted that the original plant automation hardware needs to be updated, and operators are frequently dealing with issues caused by the outdated equipment. Mr. Trevor Steffler from Automation Werx summarized work that needs to be done in addition to the equipment upgrades that are already included in Project 2. He provided a quote to replace the remaining processors and touch screens across the plant for \$220,000. The board discussed how to proceed with the work whether by change order to GSE or by open bid and requested that a proposal be brought to the April board meeting for the board's consideration.

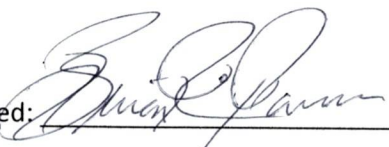
### 14. Public Comment

No public comment.

Mr. Higley provided a letter stating that he will be resigning his position on the board effective May 1, 2024. Mr. Powell noted that pursuant to Idaho Code, his position needs to be filled by June 1, 2024. He asked that the open board position be published in the paper and that application be due by May 15. Applicants need to reside in Mr. Higley's zone which is Zone 2 (Shelley East).

### 15. Adjournment

At 12:07 PM, Mr. Higley motioned to adjourn meeting. Seconded by Mr. Hamberlin. Motion passed unanimously.

Approved:  Attest: 