

# Eastern Idaho Regional Sewer District

July 16, 2024

## Regular Board Meeting Minutes

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

**OTHER PARTICIPANTS:** Scott Hall (NHPT Law), Alan Giesbrecht (J-U-B), Alyssa Jones (J-U-B), Scott Barry (EIRSD), Mayor Pascoe (City of Shelley), Jordan Johnson (City of Shelley), Justin Johnson (City of Shelley), Tyler Wood (GSE), Stephanie Bonney (MSBT Law), Christine Stoll (Clearwater Financial)

1. **Call to order @ 9:04 AM**
2. **Consent Items**
  - a. **Approval of minutes – Action Item**
    - i. **June 18, 2024, Regular Board Meeting**
  - b. **Review and approval of bills – Action Item**

**[Action Item]:** Mr. Sid Hamberlin motioned to approve the meeting minutes for the 6/18/2024 regular board meeting and the bills. Mr. Frank Lemmo seconded. Approved unanimously.

3. **Adopt Bond Resolution 2204-004 – Action Item**

The Bond Resolution was reviewed by the board, EIRSD counsel, and bond counsel. Mr. Brian Powell noted that adopting the Resolution will allow EIRSD to move forward with borrowing funds for Project 2 and discussed the importance of the Project 2 upgrades. Mr. Powell noted that the O&M monthly fee was increased by 3% at the last board meeting, and the board will likely consider increasing the Capital Replacement / Connection Fee at some point. Ms. Stephanie Bonney of MSBT Law reviewed the resolution with the board and highlighted Section 14, specifically the limits on the principal amount (not to exceed \$36,250,000), the term (no later than September 15, 2054), and the interest rate (not to exceed 5.5%).

**[Action Item]:** Mr. Craig Cutler moved to Adopt Bond Resolution 2204-004. Mr. Hamberlin seconded. Approved unanimously.

4. **Approval of Property Acquisition and Certificate of Authority for Property Purchase Overland Lift Station, 200 SQ FT Property Purchase – Action Item**

The owner of the property adjacent to the Overland Lift Station accepted the board's offer for the 200 sq. ft. strip needed so that the lift station will be entirely on EIRSD's property. The accepted offer was for \$1200 plus closing costs and title fees. The property was surveyed, and the legal description checked out. Title insurance has been obtained. Board members signed the certificate of authority to allow Mr. Scott Barry to sign the closing documents.

**[Action Item]:** Mr. Hamberlin motioned to approve the acquisition of the 200 sq. ft. of property for the Overland Lift Station and the Certificate of Authority for \$1,200 plus closing costs and title fees. Mr. Lemmo seconded. Approved unanimously.

**5. Flagship Homes Annexation – Action Item**

A representative from Flagship Homes was not present, and a petition for annexation had not been received.

**[Action Item]:** Mr. Jeff Cox motioned to table the Flagship Homes Annexation agenda item. Mr. Hamberlin seconded. Approved unanimously.

**6. J-U-B Engineers – Alan Giesbrecht**

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

Mr. Alan Giesbrecht updated the board that the Tax Commission is still reviewing the original district boundary, but the Tax Commission notified that their lead staff reviewer has changed again. The Tax Commission has provided some new comments which are fairly minor and J-U-B is working to address. Mr. Powell clarified that the original district boundary that was voted on by the voters has not yet been registered in the State of Idaho with the Tax Commission, although EIRSD is still legally able to operate. The schedule is still on track to get the Tax Commission's final approval before EIRSD's board election next spring.

**7. J-U-B/GSE - Upgrades Project**

**a. Project updates – Discussion Item**

Mr. Giesbrecht updated the board on flows and loadings coming into the plant. Flows were similar to last month, and 27 new ERUs were connected. The BOD loading levels have stabilized now that a more reliable lab is being used.

Mr. Tyler Wood with GSE went over the project updates. Project 1 is still within a week of being on schedule, and GSE is looking into the delivery status of the ATS transfer switch to improve the schedule. Assuming that funding is secured, Project 2 construction could start as early as September.

Mr. Wood mentioned that the crew is dealing with soils that do not stand up well which is slowing construction. Also, the record drawings from the plant's original construction did not document the location of various pipe and conduits, so the crew is taking time to find unknown objects with a combination of machines and shovels. The locations of these discovered items are being documented so they can be located later.

Automation Werks is approximately two-thirds complete with their plant-wide control upgrades, and improvements have already been noticed.

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

The board discussed the need to find locations in the collection system to put flow meters so that inflow/infiltration into the system could be better identified and tracked. Mr. Scott Barry noted there are two leaks near the canal behind the Shelley fire station which will be around \$65k to repair. The leaks are allowing an estimated 100,000 gallons a day to enter the system. The board members agreed that these leaks needed to be fixed.

Mr. Barry commented that the plant is running well. Mr. Barry requested that the board review EIRSD’s vacation policy and summarized annual vacation hours provided by various county employers. Mr. Powell stated that he would like to see EIRSD’s vacation policy to be competitive, and EIRSD currently does not offer life insurance policies. Mr. Jeff Cox will review the options available.

Mr. Barry noted being pleased with the City of Shelley identifying and following up on the maintenance of grease traps in their system. The City of Ammon is currently working on a similar effort.

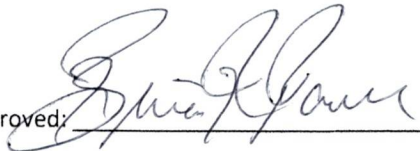
Mr. Craig Cutler suggested that EIRSD should have the district logos on their vehicles. Mr. Barry said he would look into getting that done.

**9. Public Comment**

No public comments of questions. No zoom comments.

**10. Adjournment**

Mr. Hamberlin motioned to adjourn the board meeting at 10:51 AM. Mr. Cox seconded. Approved unanimously.

Approved:  Attest: 