



Eastern Idaho Regional Sewer District

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Meeting ID: 913 0484 4313

July 15, 2025, 9 AM Regular Board Meeting Minutes

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

OTHER PARTICIPANTS: Weston Davis (NHPT Law), Alan Giesbrecht (J-U-B), Scott Barry (EIRSD), Nicole Mangum (EIRSD), Jordon Johnson (City of Shelley), Tyler Wood (GSE), Tana Barney (Foothills Square), Micah Austin (City of Ammon), Cindy Donovan (City of Ammon), Ryan Singleton (Mountain West Engineering)

1. Call to order @ 9:02 AM

2. Consent Items

a. Approval of minutes – Action Item

[Action Item]: Mr. Cox motioned to approve the meeting minutes for the 6/17/2025 regular board meeting and the bills. Mr. Lemmo seconded. Approved unanimously.

b. Review and approval of bills – Action Item

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

c. Review and approval of construction bills – Action Item

[Action Item]: Mr. Cox motioned to approve payment of the construction bill, draw number 19 to GSE for the June 2025 invoice, Mr. Lemmo seconded. Approved unanimously.

3. Public Hearing for Annexations:

- a. Petition #2025-3: 3771 S 25th E (Ammonsides Div 7, Tana Barney, Foothills Square, LLC).

President Powell opened the Public Hearing for discussion for Petition #2025-3 noting that it had been posted twice in the Post Register and that a map from page 6 of the application showing the annexation had been presented at the previous board meeting. There were no public comments. President Powell closed the Public Hearing @ 9:10 a.m.

4. Approval of for Annexations:

- a. Petition #2025-3: 3771 S 25th E (Ammonsides Div 7)- **Action Item**

[Action Item]: Mr. Cutler motioned to approve the annexation for 3771 S 25th E (Ammonsides Div 7), Petition #2025-3. Mr. Lemmo seconded. Approved unanimously.

5. Will Serve Letter-Action Item

- a. The Sunnyside Commercial Park, Phase 1, 10 Residential Units and 1 Commercial Unit (11 ERU's)-**Action Item**
- b. The Sunnyside Commercial Park, Phase 2, 14 Residential Units (14 ERU's)-**Action Item**

Ryan Singleton from Mountain West Engineering presented a proposal for Sunnyside Commercial Park, seeking a will-serve letter for a two-phase development. Phase 1 will include 10 residential units and one commercial unit, while Phase 2 will add 14 residential units in the future. The board clarified that ERU connection fees are due upon final plat signature. They also discussed the need for a clear plan regarding the commercial space in the Idaho Traffic Safety Building. The developer will need to determine whether to keep the existing building as one unit or divide it into multiple units before proceeding with the application.

The board clarified that developers need a "Commitment to Serve" letter before submitting improvement drawings to DEQ. The Board agreed to table the will-serve letter for Commercial Park Phase 1 and 2, with the developer needing to submit a completed Commitment to Serve application to the board for review. The board also mentioned the need to notify city and county jurisdictions when a commitment to serve letter is issued.

[Action Item]: Mr. Cox motioned to table the Will-Serve letter for the Sunnyside Commercial Park Phase 1 and 2. Mr. Lemmo seconded. Approved unanimously.

6. Declare and authorize the following as surplus property and allow for disposal through competitive bid-Action Item

Mr. Barry noted that the items under consideration are no longer needed and have not been used for several years.

a. 1989 Chevy Pk Tk-Action Item

[Action Item]: Mr. Cox motioned to declare the 1989 Chevy Pk Tk as surplus property and allow disposal at public auction through a competitive bid. Mr. Lemmo seconded. Approved unanimously.

b. 1985 Fiat Allis Wheel Loader-Action Item

[Action Item]: Mr. Cox motioned to declare the 1985 Fiat Allis Wheel Loader as surplus property and allow disposal at public auction through a competitive bid. Mr. Lemmo seconded. Approved unanimously.

c. 360 Gallon Fish Tank-Action Item

[Action Item]: Mr. Cox motioned to declare the 360 Gallon Fish Tank as surplus property and allow disposal at public auction through a competitive bid. Mr. Lemmo seconded. Approved unanimously.

7. J-U-B Engineers-Alan Giesbrecht-Discussion Item

a. Reuse Permitting

Mr. Giesbrecht updated the board that the reuse permit application is being prepared for submittal to DEQ later this fall when DEQ has indicated that they will be able to review it.

8. J-U-B/GSE-Upgrades Project-Discussion Item

a. Project Update

Mr. Giesbrecht updated the board that construction of the Upgrades Project continues to go well. Wastewater is anticipated to be introduced into the new biological basin at the end of July. Flows in June were similar to May with an average day of 1.82 mgd and a max day of 1.93 mgd.

9. Office Manager's Report-Discussion Item

Ms. Mangum presented EIRSD's financials for June 2025, also going over the number of ERUs billed with the connections that are still outstanding. Ms. Mangum highlighted the upcoming bond payments due in September for City of Ammon, City of Shelley, and the US Bank Bond. Ms. Mangum discussed the progress on scanning and organizing historical records, including accounting documents and certificates, with efforts to locate and digitize records dating back to 2000. Mr. Powell noted that a bond payment of approximately \$2M is due every 6 months.

The board members discussed the handling of Will-Serve letters, approvals and payments, agreeing to implement a 30-day window from board approval for developers to pay their approved ERU invoices before the Will-Serve letters are null and void. They also decided to send an email to all developers with outstanding payments for approved ERU's which have not been paid, giving them 7 days to settle their accounts or risk losing their approvals. The board members noted that ERU certificates would only be issued after payment is received.

10. Manager's Report-Discussion Item

Mr. Barry went over the flow data. Mr. Barry mentioned the recent irrigation issues and leaks in a pipeline system and identified a significant leak near Township and Hitt Road, estimated at 100,000-150,000 gallons per day. The board discussed the need to look into options for fixing this leak whether lining the sewer line or piping/lining the adjacent canal and irrigation pond and whether the property owners may be interested in participating in the cost. Mr. Barry also mentioned a reminder to the board members regarding the Public Hearing in Bingham County regarding the lot vacating and combining.

11. Public Comment

Mr. Austin provided and reviewed an update of Ammon's subdivision entitlement inventory.

12. Adjournment

Mr. Cox motioned to adjourn the board meeting at 10:56 AM. Mr. Lemmo seconded. Approved unanimously.

Approved:  Attest: 