

## Eastern Idaho Regional Sewer District

Join Zoom Meeting

<https://zoom.us/j/94506356798>

Meeting ID: 945 0635 6798

### **April 22, 2025, 9 AM Regular Board Meeting Minutes**

**BOARD MEMBERS PRESENT:** Brian Powell (Chairman/President), Sid Hamberlin, Jeff Cox, Frank Lemmo

**OTHER PARTICIPANTS:** Scott Hall (NHPT Law), Alan Giesbrecht (J-U-B), Scott Barry (EIRSD), Nicole Mangum (EIRSD), Justin Johnson (City of Shelley), Jordon Johnson (City of Shelley), Stacy Pascoe (City of Shelley), Nathan Riblett (City of Ammon), Micah Austin (City of Ammon), Jennifer Belfield (City of Ammon), Cindy Donovan (City of Ammon), Tyler Wood (GSE), Levi Shoolroy (J-U-B)

**1. Call to order @ 9:02 AM**

**2. Consent Items**

**a. Approval of minutes – Action Item**

**[Action Item]:** Mr. Hamberlin motioned to approve the meeting minutes for the 3/18/2025 regular board meeting. Mr. Cox seconded. Approved unanimously.

**b. Review and approval of bills – Action Item**

**[Action Item]:** Mr. Cox motioned to approve payment of the bills. Mr. Lemmo 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 12 to J-U-B for the February 2025 invoice, Mr. Lemmo seconded. Approved unanimously.

**[Action Item]:** Mr. Hamberlin motioned to approve payment of the construction bill, draw number 13 to GSE for the March 2025 invoice. Mr. Cox seconded. Approved unanimously.

**3. Utility billing process -Discussion Item**

In the meeting, Micah Austin and Jennifer Belfield both from the City of Ammon discussed the utility billing process for the City of Ammon. This includes water, sewer, sanitation, and fiber services. They mentioned that they bill around 6,000 customers per month, with about 4,800 being EIRSD customers. They mentioned the credit card fees

and bad debts that the City of Ammon subsidizes for EIRSD and requested that EIRSD reimburse them for those expenses to cover the workload, inconvenience of customer service in regards of EIRSD, billing process, postages, and the credit card fees for the monthly billing of services for EIRSD.

The EIRSD Board asked about charging a convenience fee to the customers as some other cities and counties do. Mr. Austin and Ms. Belfield suggested that Ammon's City Council could discuss changing their policy and have customers pay a service fee every time they do a credit card transaction, although this would increase the overall cost for the residents.

Mr. Austin and Ms. Belfield suggested that EIRSD start billing all of its own customers. The EIRSD Board expressed concerns about the potential inconvenience and confusion for the Ammon and Shelley residents if they had to pay two sewer bills and make two separate sewer bill transactions. The Board Members have agreed to work on finding a solution that is equitable and fair for all customers within EIRSD boundaries.

**4. EIRSD FY 2025-2026 Proposed upcoming Budget -Discussion Item**

The board discussed the EIRSD FY 2025-2026 budget, proposing a 4% increase in monthly fees for the O & M from current fee of \$15.24 to \$15.85. The proposed budget is approximately \$2.3 million although some final adjustments will be needed. A public hearing will be set for the next board meeting in May to finalize the proposed budget.

**5. J-U-B Engineers – Discussion Item**

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

Mr. Giesbrecht reported that the annexations for North River Estates and Sunset Vista which the Tax Commission was not able to adopt before the deadline have been resubmitted and re-recorded.

**b. Reuse Permitting**

Mr. Giesbrecht reported that a pre-application conference call was held on April 15 with Idaho DEQ to discuss the process for applying for a Class A reuse permit. A second follow up call to finish the discussion is scheduled for April 28.

**c. Final phosphorus permit limits**

Mr. Giesbrecht noted that the Compliance Agreement Schedule with DEQ requires that EIRSD comply with the final phosphorus limits that are in its IPDES permit by May 1. He reported that DEQ is still considering EIRSD's request for a one-year extension due to the ongoing construction project and the disruptions that it will cause to the treatment processes.

**6. J-U-B/GSE - Upgrades Project– Discussion Item**

Mr. Wood of GSE provided an update on the status of the construction project. GSE anticipates starting and commissioning the new treatment basin and blower building in about 6 weeks. Construction is progressing well with numerous crews on site.

**7. Office Manager Report-Discussion Item**

Ms. Mangum discussed the financial statements, Account Receivables, and Accounts Payable for the month of April. The board had no questions but noted that there has been 4 to 5% growth in ERU's in recent months. However, new home construction and purchases seems to be slowing down now.

Ms. Mangum gave an update on the combining of properties of EIRSD to reduce the property taxes EIRSD pays: the vacating is in process with Bingham County.

Ms. Mangum congratulated all board members and employees as EIRSD was presented receiving the Wastewater System of the Year Award at the IRWA April Conference.

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


Mr. Barry discussed the plant is running well and smoothly. The plant is getting ready for the upcoming Operators Conference tour next month. Mr. Barry mentioned the ongoing construction is going well and discussed the flow data from the new meters that were installed in the interceptors. He noted that several leaks have been found allowing flow into manholes since the irrigation water has been turned in. The average flows in March were approximately 1.56 MGD and now are 1.73 MGD which indicates about 150,000 gallons per day is irrigation water inflow. The operators will continue to investigate these leaks and fix them when possible. Board Chairman Powell requested additional data points and graphs to better understand the usage patterns. Mr. Giesbrecht will help prepare these for the board.

**9. Public Comment**

Mr. Justin Johnson from the City of Shelley Public Works mentioned the city is getting started with the Spring cleanup, and they will have trucks driving through the plant frequently. Board Chairman Powell asked for the City of Ammon and City of Shelley to continue to send the entitlement sheets as it's been a few months since EIRSD has received any.

**10. Adjournment**

Mr. Hamberlin motioned to adjourn the board meeting at 10:57 AM. Mr. Lemmo seconded. Approved unanimously.

Approved:  Attest: 