

# Eastern Idaho Regional Sewer District

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Meeting ID: 913 0484 4313

## March 17, 2026, 10:09 AM Special Meeting-Work Session Board Meeting Minutes

**BOARD MEMBERS PRESENT:** Jeff Cox (Chairman/President), Frank Lemmo (Vice President), Sid Hamberlin, Craig Cutler, Robert Planesi

**OTHER PARTICIPANTS:**

Scott Hall (NHPT Law), Alan Giesbrecht (J-U-B), Scott Barry (EIRSD), Nicole Mangum (EIRSD), Shaun Robinson (EIRSD), Kyle Jones (HLE, Inc), Doug Hankes (Western Smokehouse Partners), Ken Fullmer (Western Smokehouse Partners), Jordon Johnson (City of Shelley), Shane Wootan (City of Shelley), Charlie Smith (G3 Water Engineering), Justin Johnson (City of Shelley), Kim Westergard (City of Shelley), Heather McBride (City of Ammon), Cindy Donovan (City of Ammon), Nathan Riblett (City of Ammon), Paul Snarr, Kevin Wentland,

1. **Call to order @ 10:09 AM**
2. **Discussion Item** - Consideration of Policies and Revisions to EIRSD Sewer Ordinance as Pertaining to Non-Residential Users

Mr. Scott Hall gave an overview of the history of EIRSD. The Board expressed the desire to have this history recorded in writing so it is documented for future board members and interested parties.

The Board reviewed current wastewater standards and system performance. It was noted that EIRSD's sewer ordinance establishes a residential standard of 350 mg/L for BOD and TSS. Mr. Scott Barry reported concentrations from various areas in the collection system have generally been as follows: Shelley below the residential standard; Ammon between 500–1,000 mg/L; and the Northern Interceptor area in the high 500 mg/L range. The federal threshold for designation as a significant industrial user is 25,000 gallons per day. For commercial and industrial discharges that exceed the residential standards, EIRSD's sewer ordinance provides a methodology for calculating the additional ERU's that are to be assessed to compensate for the additional flow and loading and impacts to the system.

The Board discussed prior system impacts from high-strength industrial discharges which have previously caused significant sludge accumulation and damage to treatment membranes. A contamination event in 2022 resulted in approximately \$950,000 in damages. These events

were considered in evaluating the need for policy controls.

The Board reviewed operational data for Western Smokehouse Partners (WSP) based on information provided by G3 Water for the current Phase 1 pretreatment system. BOD averages approximately 1,000 mg/L, with typical readings between 200–800 mg/L. TSS remains below 50 mg/L. Flow is approximately 24,000 gallons per day, below the federal industrial threshold, and represents approximately 285 ERUs, or about 2% of the Oxbow plant’s capacity after the upgrades are completed.

Mr. Barry estimated that additional sludge generation from the WSP discharge would be approximately one-third of a truckload per week. The Board considered the economic impact of WSP, including current employment of approximately 300 jobs, potential expansion to 600 jobs, a \$1.2 million investment by the Urban Renewal District, and expressed interest at the state level.

The Board discussed the need for a policy framework. Priorities identified were protection of plant integrity, service and fairness to existing residential customers, and support for commercial and industrial development. The Board discussed a case-by-case evaluation approach, including differentiation between commercial users under 25,000 gallons per day and industrial users exceeding that threshold. Industrial users would be subject to applicable federal standards. Enforcement mechanisms, including penalties and special use permits, were discussed. The Board identified other key considerations, including flow capacity versus loading capacity at the plant, impacts on membrane lifespan and maintenance, timing of future plant expansion, ERU allocation, and monitoring and enforcement.

EIRSD staff (Mr. Barry and Mr. Giesbrecht) were directed to draft a policy and present it at the April 21, 2026 Board meeting. Then WSP will be evaluated under the proposed policy framework.

### **3. Discussion Item- EIRSD Annexation Policy**

The Board reviewed current annexation practices. EIRSD provides transmission and treatment services but does not maintain lateral lines or provide property-level services. Cities are responsible for lateral lines within their jurisdictions, and districts formed outside city boundaries maintain their own lateral systems.

The Board reviewed existing requirements that properties must be annexed into a city or form a district to ensure responsibility for lateral maintenance and to provide lien and fee collection authority. Examples discussed included Taylor Mountain Country Club, both of which formed districts, and Lazy 8 Estates, which utilizes individual connections direct to the trunk line.

The Board reviewed draft policy elements. The draft clarifies EIRSD’s role as a transmission and treatment provider and assigns responsibility for ownership, operation, and maintenance of lateral connections to entities or districts approved by EIRSD. The policy addresses contiguity, noting it is not required by statute, and allows for districts separated by roads or interstate corridors. The draft also maintains Board discretion to approve or deny annexation petitions.

The Board discussed the need to attach the new policy to EIRSD annexation petition form so that applicants are informed. The Board also discussed the need to contact the owners of currently annexed areas within EIRSD to ensure they are aware that EIRSD will not own, operate, or maintain lateral collection systems.

The Board anticipates considering the new policy for approval at the April 21, 2026 Board meeting.

#### **4. Discussion Item – EIRSD Revision Update to ERU Policy for Commercial Shell Buildings and Commercial Condominiums**

The Board expressed the need for a revised policy addressing commercial shell buildings and condominiums. The Board discussed inconsistencies between initial ERU assignments and ongoing monthly billing, noting that an approach that assesses different ERU's for the initial connection fee and for the ongoing monthly fee creates challenges in billing accuracy, reconciliation, and long-term consistency.

The Board reviewed a proposed policy framework for ERU assignment. Under the proposed framework, a minimum of one ERU would be assigned for a building containing its first private bathroom. An additional 0.25 ERU would be assigned for each additional unit or bathroom. The total ERU calculation would be rounded up to the nearest whole number and based on submitted project plans reflecting intended unit configuration.

The Board reviewed the proposed definition of a private bathroom as a toilet and sink serving only the employees of an individual unit, excluding floor drains and showers. The Board noted that this definition removes employee count as a variable in determining ERUs and provides a more consistent and objective standard.

The Board discussed the proposed billing structure. A single bill would be issued to the property owner, who would be responsible for billing and collection from tenants. The same ERU value would be used for both the initial capacity fee and ongoing operation and maintenance charges, ensuring consistency between initial assessment and monthly billing.

The Board reviewed example calculations under the proposed framework, including scenarios ranging from one to six units, demonstrating the application of fractional ERUs and rounding to whole units.

The Board directed staff to continue refining the draft policy language, including clarification of owner versus tenant responsibilities, scenarios that occur when some units within a building are sold to a new owner, and ensuring clear application of ERU assignments and billing procedures.


The Board anticipates considering the revised policy for approval at the April 21, 2026 Board meeting.

#### **5. Public Comment**

None received

**6. Adjournment**

Mr. Hamberlin motioned to adjourn the board meeting at 12:27 PM. Mr. Planesi seconded.  
Approved unanimously.

Approved:  Attest: 