Eastern Idaho Regional Sewer District

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June 16, 2026, 9 AM
Regular Board Meeting Minutes

BOARD MEMBERS PRESENT: 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), Audric Reid (EIRSD), David Nelson (EIRSD), Dixie Nelson (EIRSD), Micah Austin (City of Ammon), Jordon Johnson (City of Shelley), Justin Johnson (City of Shelley), Sean Cenarrusa (GSE)

1. **Call to order @ 9:04 AM**

2. **Consent Items**
    a. **Approval of regular meeting minutes – Action Item**

       [Action Item]: Mr. Cutler motioned to approve the regular meeting minutes for the 5/19/2026. Mr. Planesi seconded. Approved unanimously.

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

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

    c. **Review and approval of construction bills – Action Item**

       [Action Item]: Mr. Planesi motioned to approve payment of Construction Bill Draw No. 41 for GSE in the amount of $1,003,802.00. Mr. Hamberlin seconded the motion. The motion was approved unanimously.

       [Action Item]: Mr. Planesi motioned to approve payment of Construction Bill Draw No. 42 for J-U-B Engineers in the amount of $55,319.00. Mr. Cutler seconded the motion. The motion was approved unanimously.

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

a. Project Upgrade

Mr. Sean Cenarrusa of GSE provided the Board with an update on the construction project. He reported that excavation work for the removal of the old roadways is progressing, commissioning of the new screening equipment is underway, and electrical and fireproofing work continues throughout the facility.

Mr. Cenarrusa stated that finish grading is also in progress and remains an important item to complete. He advised the Board that the project schedule continues to move forward with substantial completion anticipated prior to Christmas. While some project components may be completed ahead of schedule, final completion of remaining items will continue as work progresses.

4. Discussion Item – Office Manager's Report

Ms. Mangum presented the financial reports for the month of May and provided the Board with an overview of the District's current financial position. She reported that the transition to the new QuickBooks Online accounting system continues to progress well and that she has successfully reconciled a significant portion of the accounts. Ms. Mangum stated that she anticipates having all reconciliations current by the July Board meeting. Ms. Mangum reported that 37 additional ERUs were added during the month of May.

Ms. Mangum also informed the Board of a request from the owner of Great Hunan, located at 2647 S. 25th E. in the City of Ammon. The owner of the business stated this has been vacant for approximately six months, and requested a reduction in the monthly ERU charges, as the property is currently being billed for seven (7) ERUs. After consulting with District Manager Scott Barry, it was determined that, effective June 1, 2026, the monthly operational billing would be reduced from seven (7) ERUs to one (1) ERU for as long as the building remains vacant, provided the owner continues to make all required monthly bond payments.

That customer is normally billed based on a total of seven (7) ERUs for the monthly operations payment and the monthly bond payment. The City of Ammon has agreed they will continue billing the customer for the monthly operations payment based on one (1) ERU and the monthly bond payment based on one (1) ERU. EIRSD will then bill the customer directly for monthly bond payments based on the remaining six (6) ERUs. As a result, the customer pays a monthly operational charge based on only one (1) ERU while the building remains vacant but continues to pay a monthly bond payment based on seven (7) ERUs.

Following discussion, the Board requested staff determine whether the District currently has a policy addressing temporary reductions in monthly ERU charges due to hardship or vacancy. If no such policy exists, the Board directed staff to draft a policy for future consideration. Ms. Mangum and Mr. Giesbrecht will review the matter and report their findings and recommendations back to the Board at a future meeting.

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

Mr. Barry reported that the Facility continues to operate smoothly. He informed the Board that recent manhole repairs were successful, with no leaks remaining at the repaired locations. In addition, three smaller leaks within the system have been identified and successfully sealed.

Mr. Barry also recognized several staff members for their recent professional achievements. He announced that Audric Reid successfully passed his Class IV Wastewater Treatment Certification examination with an outstanding score of 83. He further reported that David Nelson passed both his Wastewater Treatment I and Wastewater Collections I certifications, and that Dixie Nelson successfully passed her Wastewater Collections I certification. The Board congratulated the employees on their accomplishments and dedication to professional development.

Mr. Barry provided an update on the ongoing roof repair project, noting that the majority of the work is progressing well. However, approximately $10,000 in additional repairs have been identified as necessary. He stated that the roof project is expected to be completed within the following week.

Mr. Barry and Mr. Giesbrecht also discussed recent increases in wastewater flows associated with the irrigation season. They explained that current flows are higher than those experienced in previous years when measured on a per-ERU basis. This is partially due to the significant leak at a canal crossing occurring at a crack in the interceptor pipe which was discovered around mid-April. The leak appears to be resulting in an estimated increase in influent flows of approximately 100,000 gallons per day due to groundwater infiltration. The operators are investigating the cause of the leak and potential repairs needed.

Mr. Barry and Mr. Giesbrecht advised the Board that, upon completion of the plant expansion, the treatment facility's design capacity will increase from 1.9 million gallons per day (MGD) to 3.5 MGD depending on the influent pollutant loading strength.

6. **Public Comment**

No other public comments or questions.

7. **Executive Session – Idaho Code § 74-206(1)(f)**

Mr. Hamberlin motioned to enter into Executive Session as referenced. Mr. Planesi seconded the motion. The motion was approved unanimously. The Board entered the Executive Session at 9:31 a.m. The Board exited the Executive Session at 10:05 a.m.

8. Adjournment

Mr. Hamberlin motioned to adjourn the board meeting at 10:05 a.m. Mr. Cutler seconded. Approved unanimously.

Approved: ______________________ Attest: ______________________