ELLISPORT BAY SEWER DISTRICT
SEPTEMBER 10, 2024, 5:30 P.M.
REGULAR MEETING MINUTES

Chairman Ken Kelley called the Regular Board Meeting for September 10, 2024, to order at 5:30 p.m.

PRESENT: Board Members Ken Kelley, Roger Branscome and Greg Field were present, as well as Clerk Kat King and Operator Dex Vogel. Board Members Bruce Butler and Ellen Westfall were absent.

ADDITIONS AND CHANGES TO THE AGENDA: None.

PUBLIC COMMENT: No Guests.

APPROVAL OF MINUTES: Board Member Branscome moved to approve the Regular Meeting Minutes for August 13, 2024. Board Member Field seconded the motion. All in favor. Motion approved.

NEW BUSINESS:

A. **BUDGET HEARING:** Ken Kelley presented a recap of the numbers for the proposed Budget for Dec 1, 2024, to November 30, 2025. The Board reviewed the numbers compared to the prior year's Budget and found no issues with the proposed Budget for the new fiscal year. Kelley read Resolution No. 24.01 and called for a vote. The Board passed and adopted Resolution No. 24.01 with three Ayes and zero Nays. It was attested by Vice-Chair Roger Branscome and Chair Ken Kelley. The Budget for Dec 1, 2024, to November 30, 2025, has been approved.

B. **PHONE SERVICE:** Ken Kelley spoke briefly on looking into possibly switching phone service from Ziply to Kaniksu to save money, but determined it really wasn't cost effective and Kaniksu's service is tied to the internet, so if the internet went down, the phone service would also go down. It was decided to stay with Ziply.

OLD BUSINESS: None.

CLERK'S REPORT: Clerk King had nothing new to report. Board Member Branscome asked how the Audit was going. Clerk King replied that we were at the tail end of the Audit. That we had several calls with the Auditors answering their questions and emailing them various requested documentation for expenditures in 2022 and 2023. But we believe that they have everything they need to finalize their Audit report. Board Member Branscome moved to approve the paying of bills. Board Member Field seconded the motion. All in favor. Motion approved.

MAINTENANCE REPORT: Operator Vogel said he needed to update the O&M Manual, the Odor Nuisance Plan, and the Storm Water Maintenance Plan, which needed to match the new monitoring wells' aeration. He also mentioned that the University of Idaho students wanted to visit the plant again to gather more data on the phosphorus and nitrogen used in the plants and in the soil. He said he will monitor them and once they are done with their reports, will send us copies. Chairman Kelley also mentioned that Lift Station 1 needs to be brushed out.

ADJOURNMENT: Board Member Field moved to Adjourn. Board Member Branscome seconded. All in favor. Motion approved. The meeting was adjourned at 5:55 p.m.