

OFFICIAL IBSD MINUTES

IBSD MEETING MINUTES – April 15, 2009

A regular monthly meeting of the Board of Directors of the Iona Bonneville Sewer District (IBSD), a political subdivision of the State of Idaho, was held at the District Office, 1555 E. Lincoln Road, Idaho Falls, Idaho on April 15, 2009 at 7:00 p.m.

IBSD Board Present:

John Price
Mike Klingler
Susan Ring
Glen Clark
Jason Blundell

Brenda Klinlger
Mike Armstrong
Allen Beazer
Faye Siepert
Lisa Seipert

Meeting was called to order by John Price at 7:00 pm

1. Call for additional agenda items.

A. Building proposal from Rockwell – John Price

1. John received an unsolicited building proposal from Greg Hansen at Rockwell for their property next to Falls Water on Ammon. It is designed for two rental bays to offset the cost of the building. The cost is \$80,000 for the .70 acre corner lot and Rockwell would build the building for IBSD.
2. Mike Klingler mentioned that he didn't want to become involved with rentals. . Susan noted that it was the most expensive one the board had seen to date. John said that he has the information if anyone would like to look it over. Glen felt that it should be looked over, but he didn't like the design to which John stated that the design could be changed.

NO MOTION

2. Discussion: Faye Siepert, IBSD 542 - 1393 Ammon – Visiting relatives and the sewer connections.

- A. Faye relayed story of how she had met with the board in the past because her family had put a sewer drain for a camper in their backyard, but she had been advised to disconnect it. She paid for back dues on the connection. Her brother stays at her home in a travel trailer for 5-6 months out of the year due to his poor health. He pulls out and dumps his trailer at the city park every 6-7 days. She would like to reconnect and pay \$43 per month instead of the regular \$28 per month which would cover the 6 months of the year her brother is there.
- B. Susan felt that Bonneville County has an ordinance against this type of arrangement, to which Faye replied that they are not in Bonneville County but they are annexed into Ammon as commercially zoned property. Faye stated that Ammon doesn't have a problem with this situation.
- C. Susan also felt that other people with this situation end up having more than one sewer connection. Using Bill Manwill as an example, she said that he has a permanent connection behind his home. This would mean that not only are there two sewer charges per month, there would need to be the two sewer connection fees. Susan remembered that Faye's second connection originally came through the house, but that wouldn't satisfy the two connections. She felt it would need to be connected separately if there is a separate home.

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- D. Faye didn't agree because she mentioned that many people will build their homes and put a separate sewer clean-out near their homes that they then would use for their travel trailers and RVs to dump. Susan didn't feel the practice of dumping through the clean-out was a good practice because it compromises our system with the RV trailer septic chemicals. John and Glen felt that in some cases those chemicals are a benefit. Allen Beazer stated that the chemicals sometimes included formaldehyde which can knock off the reaction at the plant. Faye uses a bacteria type pill that is not chemical in nature for the sewage.
- E. John would like to see what our IBSD policy is, what our policy could be and what our policy should be for having a second building on the service, eg, single family resident using a single hookup, but from two locations on the property.
- F. Allen Beazer felt that is different when you have something that is actively having water run down it versus being held and then dumped, similar to Beeches Corner.
- G. Proposal is for Faye's brother to be hooked up permanently to the system, and she would pay year round for his half year connection at \$42 per month (1.5 ERU) vs \$56 per month (2 ERU)
- H. Susan stated that most manufacturers of the trailers do not recommend keeping the black water open and running, but that you should let it fill and then dump.
- I. Allen Beazer asked whether this policy would open the door for many people who are snow birds to have partial service. Mike Klingler felt it would be cost prohibitive to do something like that due to the potential disconnect and reconnect rates.
- J. John would like the staff to investigate this and find out what the ramifications are for doing this and then the board could make a resolution limited to an RV situation not a snowbird situation and this will be discussed at the next monthly board meeting in May 2009

NO MOTION

3. Warm Springs Meadow Property / New Office Location – Mike Armstrong

- A. Question was raised by Mike Klingler about whether Heath Lane is only a temporary street and that it may be at some point be cut off so our only access onto the proposed IBSD building location would be through the subdivision. Mike Armstrong stated that when Warm Springs Meadow was developed, all of the services were on the west side of the property. Because of the services, Heath Lane was developed. In the future it will be up to the Bonneville County Commissioners whether there will be 2 access roads. Whereas, the east/west road (turnaround road as per map) will be permanent.
- B. Susan made note that last time Mike Armstrong talked about Lot 1 with prices associated with it She was curious what the costs were for lots 2 and 3. Mike Armstrong stated that they would have the same price of \$10/ sq foot. Jason later clarified that it is \$2.75 sq ft.
- C. Mike Armstrong relayed to the board that in the past InterMountain Gas never charged for installing their services, but this has now changed. This will need to be added to our cost.
- D. Mike Armstrong reiterated that we could have different lots and that he could design the properties to our requirements and that there is an option to go to the other end if IBSD is interested.

NO MOTION

1. Sinkhole on Iona

- A. Zach Proust called IBSD to alert us that there was a 1.5 foot sinkhole on Iona Road. Mike Klingler went to the location and Zach was there. The sinkhole was at the location on Ashwood and Iona where Linden Kunde recently did work. Mike Klingler felt that when the weather warmed up it caused the problem. The other possibility was that when the fiber optic company when through that area, they caused it at the site where Linden was. Mike Klingler called Linden and Linden cut the asphalt back another couple of feet and filled the hole to the bottom level of the asphalt. He would like to wait until the weather warms up and he can

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finish this repair along with the other one at the same time. John mentioned that when he spoke with Mike Klingler, the option was given that if Linden did determine he did not cause this, we could pay Linden for doing the repair for us.

- B. Discussion was had regarding the necessity of the orange cones for the district.
MOTION ---Susan, Mike second, to buy 10 safety cones not to exceed \$300 total. 4-0, John abstains.

MOTION PASSED

2. Review of existing policy and procedures for commercial patrons

- A. Donna and Cindy discussed the necessity for guidance on how to determine commercial connection and monthly rates. Donna researched surrounding cities and DEQ rates to find out how they achieved their totals. Donna updated the Board with how Ammon Park has a dental office and a vision clinic that need these calculations. The dental office is connected and the vision clinic will be connected very soon. Eagle Farms is also waiting for their sewer connection and monthly rates. Donna showed a spreadsheet that DEQ uses to calculate rates based on business type.
- B. John, Susan and Glen thought there was a base rate of \$1850 (\$2850 by lift station) x \$210 per fixture. It may not have been written down so now it will need to be. Previously, there was a "by quote" rate, but that was also to be by the board, not by the previous management.

MOTION ---Glen, Jason second to charge \$1850 plus \$210 per fixture over 6 fixtures for any connection that is domestic, non-industrial waste. Any others will be evaluated by quote to be brought before the board. 4-0, John abstains.

MOTION PASSED

- C. Calculation for monthly sewer charges for commercial rates was discussed. Donna stated that ERUs average 9600 gallons per month. Mike suggested us to use the sheet from DEQ, and then if the commercial company differs with our analysis, we can use a water meter. The rest of the board agreed.

NO MOTION

3. Dig Line Subscription

- A. Donna gave information about a subscription to Dig Line which would cost \$72 per year for 50 locates. A small discussion was had as to the benefits of subscribing but ultimately the board decided not to pursue a subscription.

NO MOTION

4. Discussion: River Bend Manor

- A. This development was brought to the attention of Donna and Cindy after a title company called for an assessment for charges. It is in the IBSD boundaries, but located in the City of Ammon. Donna worked did research to find that Amy at Harper Levitt was the engineer on this development and the Ammon City Engineer, Lance Bates had signed for acceptance of the project, including the sewer lines.
- B. After contacting Lance, Lance stated that Harper Leavitt had given verbal approval that IBSD was aware of this. Half of the sewer lines of the development flow into our lines and half are taken away into Ammon's sewer lines. Ammon has currently built a manhole in our district to

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accomplish this. Lance issued a will-serve letter for this development as well. As per Lance, because of elevation issues, the project had to be constructed this way.

- C. Donna showed additional proposed commercial development that was on the plans for River Bend Manor that is also in our district boundaries, but that would be going into Ammon's sewer lines.
- D. Susan questioned whether a plan checking fee has been paid. Donna made note that she informed Harper Levitt that a plan checking fee will be required.

NO MOTION

- 5. Scheduling of special meeting for week of 4/20/2009.
 - A. A meeting, to include an Executive Session, was scheduled with the board for 4/22/2009 at 5 pm to discuss further developments with Beeches corner. The board will also be discussing sub-district mailings and determining when attorneys are needed at board meetings.
 - B. Questions were raised as to whether Forsgren's report had changed from the previous meeting on 4/9/2009. That will be discussed during the meeting.

NO MOTION

- 6. Caselle Training – Staff
 - A. Cindy discussed the need to have training with Caselle in Salt Lake for the staff, to include Cindy, Donna, Edie and Kristi. Mike asked whether there was some training already included in our maintenance agreement with Caselle. Cindy will coordinate the specifics with Brenda at Caselle regarding the content of the training, the dates and the costs associated with it.
 - B. The board agreed to this and recommended that Glen fill in for receptionist duties whenever staff was not present. (just checking to see if anyone is reading this)

MOTION – Mike, Jason second, to have Cindy, Donna, Edie and Kristi complete Caselle training. . 4-0, John abstains.

MOTION PASSED

- 7. Payment of bills
 - A. Cindy talked about what to do with what to do with the bill that we pay to Ammon for the homes which are below the meter. Since the staff is currently verifying the numbers of homes in the district (connections), she needed guidance as to whether she should pay Ammon with the figures we know now, or wait to pay Ammon until we get the accurate figures. It was decided to go ahead and pay Ammon and then make an adjustment later if necessary.
 - B. Cindy questioned what to do with the regular bills such as Qwest and Rocky Mountain Power that arrive a couple of days after the regularly scheduled board meeting. She was told to go ahead and make out a check and to show it to the board at the next meeting.
 - C. Discussion was had regarding David Benton and Mike Lund's bill. Mike Klingler brought up the fact that Mike Lund had been billing the district each month for a maintenance plan and mapping, but those items are not anywhere to be found. Mike would like to have copies of the mapping and maintenance plan. John felt that authorization to attend an operators conference was not obtained, but Susan disagreed by stating that verbal approval was given. John would like written proof.
 - D. We authorize payment of Lund's with the exception of mapping, TV maintenance and operators conference.
 - E. Cindy asked for audio copies of the meeting minutes from August, September and October from Mike Klingler so that she could review them to see if Mike Lund was verbally authorized to go to the Operator's Conference.

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- F. Jason Blundell questioned the DEX bill. Cindy explained that it was a display ad in the yellow pages that includes our contact information and emergency number.

MOTION – Susan moved to pay all the bills. – (No second)

MOTION FAILED

MOTION – Mike, Jason seconded to pay the bills, but that we prorate October for the retainer for David Benton for 8 days in October that he worked, paying for \$800 for September and then we wait until he gives us an itemization for what those 12 hours were in those 8 days. On Mike Lund's, pay the \$560 operations, pay the developers meetings, pay the inspections, pay the meetings, pay the reports (assuming Engineers reports), and exclude lawsuits, mapping, TV and maintenance plan and operator's conference until we receive further explanation on those charges. This would exclude David Benton's other bill (telephone charges, etc) due to this bill not being anything that we (board) ever agreed to pay because this was after the we (the board) had terminated all contract with him. 3-1 Mike, Jason, Glen – Aye, Susan – Nay, John abstains

MOTION PASSED

11. Approval of minutes: 12/10/08, 12/23/08, 1/7/09, 1/21/09, 1/28/09, 02/05/09, 02/11/09, 02/18/09, 02/23/09.
- A. Susan had questions on old action items on the agenda as to whether they had been completed. She will meet with Cindy to have them put on a future agenda to address them.
- B. There were quite a few corrections on various dates that Susan had noticed. Susan will meet with Cindy to correct them as suggested.

MOTION – Susan, Glen second, to approve all the minutes on list with changes (12/10/08, 12/23/08, 1/7/09, 1/21/09, 1/28/09, 2/5/09, 2/11/09, 2/18/09 and 2/23/09) with the exception of 2/11/09 .
4-0, John abstains

MOTION PASSED

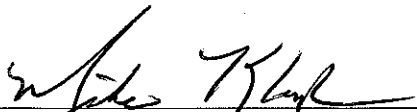
Adjournment at 9:46 pm



John Price, Chairman of the Board of Directors

11-10-09

Date



Mike Klingler, Secretary/Treasurer

11-11-09

Date