

OFFICIAL IBSD MINUTES

IBSD MEETING MINUTES – May 20, 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 May 20, 2009 at 7:00 p.m.

IBSD Board Present:

John Price
Mike Klingler
Susan Ring
Glen Clark

Public attendees:

Cindy Wellman, Manager IBSD
Donna Bridges, Field Coordinator, IBSD
Kevin Harris, Forsgren Associates
Melba Buttars, Patron
Allen Beazer, Patron
Faye Siepert, Patron
Lisa Siepert, Patron
Brenda Klingler, Patron
Dan G.
Carla Benson, CPA Wells & Benson
Sally Price, Patron

Meeting was called to order by John Price at 7:04 pm

1. Call for additional agenda items.
 - A. Due to number of agenda items, the discussion regarding the manhole report will be put tabled until the next monthly meeting.
 - B. Mike Klingler would like to add some statements that were made at the last board meeting to the agenda. John felt that it would be best to have that added during the review of the minutes.

2. Discussion: Faye Siepert, IBSD 542 - 1393 Ammon – Decision regarding sewer connection.
 - A. Faye returned to see if the Board had made a decision regarding her brother's travel trailer on her property using an additional line for sewer service.
 - B. At the previous Board meeting, Cindy was instructed to find out additional information about Bill Manwill's trailer on his property. Cindy and Donna drove by Bill's home and his situation is different than Faye's because it isn't a travel trailer. He has a mobile home on his property, not a travel trailer. He pays a separate sewer fee for that mobile home. Donna informed the Board that because Faye has annexed into the City of Ammon as a commercial property, Bonneville County has no issues with the situation. Faye stated that the City of Ammon doesn't have any issues either.
 - C. Faye proposed at the last meeting that she would pay half the year, year round in addition to her regular sewer rate. (\$28+\$14=\$42 per month)
 - D. Susan was concerned about the fact that this connection that her brother would be using goes through Faye's home. Susan also stated that to have it reconnected IBSD would have to have a licensed operator go out and take care of it because anything we do to our system and what goes into it must be

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- done by a licensed operator. John asked if that meant that any connection we make must be done by a licensed operator. Susan said that it wasn't part of the regular Idaho Code, but a part of EPA's IDAPA rules (Federal guidelines).
- E. Faye stated that if her brother's travel trailer was no longer on her property, she would like to continue to occasionally use the connection for her own RV.
 - F. Faye mentioned conversation with Ron Folsom with the City of Ammon in which Ron stated that Faye was going about this the right way, unlike some of the other people in Ammon who are currently using their sewer cleanouts.
 - G. John questioned Kevin Harris about whether there was a problem with the sewer connection going through the house. Kevin stated that it would be Faye's problem if there was a sewer problem on her property, not IBSD.
 - H. Faye stated that the sewer line would not be in the house, but it would use the same line as what her house currently uses. It is cleaned once per year.
 - I. Kevin further clarified that IDAPA Idaho Code and that he wasn't sure if IDAPA had adopted EPA. Usually a plumber does the connection on the owner's property, and an inspection could be done to make sure they meet Idaho Falls standard.

MOTION: Glen, Mike second motion to approve Faye Siepert's connection, contingent upon whether there is any code that states it shouldn't be approved. Faye will notify the District if anything changes with it, if it is used more than it has been approved for use.

(2-1) Mike, Glen (Aye), Susan (Nay) John abstains.

MOTION PASSED

3. Discussion: Vacant Lot Refunds – Rockwell Development

- A. Greg Hansen spoke to the Board about his vacant lots which are currently being charged a sewer bill each month. He worked with Donna and other IBSD staff members to come up with a list of vacant lots and when their permits were obtained. 116 lots were on the list, with the majority of them being purchased when the permit price was still \$1,000 versus the current price of \$1,850. The previous builders who have received refunds for vacant lots have all purchased them at the current \$1850 rate, these are the first at the \$1,000 permit rate.
- B. John suggested refunding Rockwell the service fees back to the date when the most recent rate change occurred (August 2008). Mike suggested refunding Rockwell if the service fees, combined with the original permit fee was above \$1850, that amount would be refunded. If the permit was taken out at the \$1850, then anything above \$1850 would be refunded.
- C. Susan would like to refund the service fees, and the original permit amount. This would allow for the builder to take out a new permit when they are ready to build.
- D. Mike stated that it was never the intention of the Board to charge a sewer fee on a vacant lot. It was because homes were being built without notification to IBSD that they were occupied. The average time was 5 months that homes took to construct at that time. Now things have changed and many lots are sitting vacant.
- E. Public comment, Dan Gulab: Most communities when they issue a certificate of occupancy, they have those go out to all the public agencies. He also stated because IBSD encompasses such a large area it would be more difficult, but it still should be done.
- F. Public comment, Allen Beazer: The problem was that Bonneville County wasn't issuing Certificate of Occupancies.
- G. Several members of the Board said that now Bonneville County is issuing the certificates and that we have a better working relationship with the county, so they would be easier to obtain.
- H. Greg had a suggestion for the Board: With the changes to the lending agencies, there's very few people who would pay cash for a home. Now, 99% of the home require a Certificate of Occupancy from the County or the City in which it is being built. It is forcing that county or city to produce the certificate. The municipalities produce a list. His suggestion is that some of the counties will charge an additional \$200 or \$300 when someone takes out a permit. When that home receives the certificate with the name of the person who is buying the property (name phone address) they receive a reward for it, which is

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their refund. It is more positive with the building community because it is perceived as a reward vs. a penalty.

- I. Motion: Glen, Mike second motion to go back to where we set the price to \$1850 and pay him (Greg Hansen) on the lots what he's paid in use fees and allow him to keep the permits he has. This would become policy for similar situations. (2-1) Mike, Glen – Aye, Susan – Nay, She doesn't mind refunding the service fee, but thinks the connection fee should be refunded as well. John abstains.

MOTION PASSED

- J. Public Comment: Carla Benson commented that this should be coordinated with the city, county and IBSD attorney's before becoming policy so that it would apply to all future cases rather than one case. The Board stated that this was policy, not just for one case.

4. Tom Stott: Refund on prior monthly fees on unused connection

- A. Tom Stott had previously had his situation brought before the Board. He has two connections, but has only connected one. With instruction from the Board, Donna verified that only one connection was done. It is one building designed to have two sides, but it is being used as one big building. Donna changed the rate to reflect the lower rate of one monthly fee. He is now asking for a refund for the double billing.
- B. What notification do we have that he won't start using two connections? Glen said that the only way we would know for sure is to dig up the second connection. Tom does want to have the option to have that second connection, only if he ever sells the building. John would like some way to verify that the connection is not being used. IBSD Board would like Tom to leave the connection as disconnected and then have him verify with us every 6 months that it is still not in use. The monthly fees will begin to bill if IBSD is not notified. As per the Board, it will not require an inspection every 6 months, but it will be subject to an inspection at any time.

5. Bobbie Tullock – Letter to the Board of Directors

- A. The Board discussed the letter Ms. Tullock sent. At this time the \$28 per month charge is fine, but in the future that rate may need to be adjusted down.
- B. Ms. Tullock would like to be notified if her tenants are not paying their bill. Cindy relayed to the board that we are working towards that with a landlord/tenant agreement. Edie is currently working on Master Billing as the first step because of the large amounts of people who fall under the category. The next step is landlord/tenant arrangements. It is a bit more difficult because we don't know who the landlords are and who the tenants are. The system has the capability to send out notifications to the landlord when the tenant is delinquent. John would like to head towards the owners being on the sewer bill, but if we do have a tenant, we can send them a notice within 30 days that they are delinquent.
- C. John mentioned that we do not have an agreement with the tenant, but with the owner. John suggested a form letter we could prepare. Cindy reminded John that it was something that Chereese had been working on prior to her departure. John asked Cindy to do it and then run it by the attorneys afterwards. Susan expressed concern over the 30 days, stating that it might not be possible to do that within 30 days. Susan was concerned at the amount of time this would take. Mike stated that it would be easy to do because the staff would just send the data to the printers. It would just send a notification to the landlord.

6. Ruth Mogan – Message for board of directors

- A. Cindy relayed a situation when the Board had previously needed to hold an emergency meeting at the office. When the Board came back in, there was a woman at the counter who was visibly upset. She wanted to convey the message that she was very upset with what is happening to Susan right now. She feels there is a lot of targeting going on and that Susan is the only person on the Board who is a woman that she feels she is being unfairly voted against because of that. She did say that she was going down

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to the Post Register to let them know about how she felt. She also felt that at some of the previous meetings that the patrons were not treated fairly, and they were ordered out of the meetings. They were told to leave. Cindy said that the staff tried to talk with Ms. Mogan to tell her that executive sessions happen and that may have been why that occurred. She said that the patrons were yelled at and were not allowed to express what they felt. That is why Ms Mogan is not here this evening: She felt intimidated by coming to the meeting. Cindy and the staff told Ms Mogan that we didn't ever want her to have that feeling to happen and that hopefully she'll come to another. Ms. Mogan did go to the Post Register. She got the name of Rob Thornberry. When Ms. Mogan came back, she spoke with Susan. Cindy let Susan know that the Post Register wanted to hear Susan's side of the story and that Susan could submit it to Marty in the editorial area.

- B. Mike commented that he couldn't remember anyone ever being thrown out of a meeting. He can't recall a meeting where anyone was ever yelled at by a Board member. Mike told of the time at a previous meeting in Iona when the patrons were applauding and Scott Criddle told them to quit applauding, but you (Glen) told them that they are our customers and we can't tell them to stop applauding.
- C. Mike stated that while we were on this topic, that he'd like to address the recent article in the Post Register. He thinks it is obvious where the information for that article came from since it was things which were discussed in the meeting last month and the only ones who were here office staff and the board members and Aaron from Forsgren. At that meeting the building was talked about and it is obvious John, Glen and Mike didn't do it, because John, Glen and Mike are smeared pretty bad in the article. Cindy and Donna stated they didn't make any comments to the Post Register and Aaron stated he didn't make any comments to the Post Register, so he (Mike) feels that it is pretty obvious where the information came from .
- D. Susan stated that they (Post Register) already knew about the meeting because Corey Taule called her and he told her that he was going to write an article about us (IBSD) buying a building. Susan said she told them that she didn't know if we were buying a building or not. Susan stated that we've talked about buildings in more than one meeting. She thought that Corey already knew about the building because he had been at one of our previous meetings but he didn't get it from her.
- E. Mike thought that we were going to send a notification to our patrons with our June billing notifying them of the intent of the board in getting our own building and present a cost benefit analysis so they could look at it and let them know of the public hearing in June that they could come in and express their feelings about it. Following that the Board would make a decision on what they were going to do.
- F. Glen feels that our attorney should address the article because it says we are spending tax payer money, but it is rate payer money, and the Board is authorized to do that.
- G. Mike feels that perhaps a letter should be sent to the Post Register stating all that has been done here in the office. He said that three board members have spent countless hours at the office after we were pushed to make some decisions in October that impacted the District. He then stated that other Board members have chosen not to come and participate to put things back together. He thinks that a Press Release would be appropriate to let some of the positive things that are happening in the District. By resolving these lawsuits, like what had been told to the Board with the problems with the lines in Ashwood Acres that ended up not to be as we've been told. Similar with Bonneville County and their lines turning out not to be what we'd been told by former management and engineer.
- H. Public Comment: Dan Goleb: Dan reminded the Board that the Post Register article is just an opinion. He also stated that Idaho State Law provides an open meeting law so that the patrons can come and listen to what the Board is doing, but there is no provision in there that you have to take comment from the patrons. That is what public hearings are for. He then used the comment by Ms. Mogan as an example.

7. Financial Statements, FY 2007 and 2008: Carla Benson

- A. Carla Benson CPA, presented the draft audits for FY 2007 and 2008
- B. Carla mentioned that she is waiting to hear from Mick Ohman regarding his findings on whether restricted assets (connection fees) can be used for maintenance and repairs, or if they can only be used for future expansion of the system. Mike stated that the information needed to come from EchoHawk,

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not Mick Ohman. Carla said she was referred back to Mick after trying to go through Paul at EchoHawk. If she can't get it from Mick, Paul stated he would research it for Carla.

- C. Susan asked Carla about shareholder's equity. She wanted clarification that it was not talking about cash on hand. Carla explained that shareholder's equity includes cash on hand, plus the restricted assets, plus all of the property plant and equipment, less the depreciation minus any liabilities.
- D. The Board informed Carla that the Sweep account at Wells Fargo has been adjusted due to low interest rates. Carla let the Board know that a good alternative is the State Investment Pool. It provides a good rate of return compared to the banks. It is a lot more secure because there are very limited things that they (state investment pool) can invest in)
- E. Carla let the Board know that were checks that were written in 2008 and entered into Quickbooks that were never sent out. Adjustments were made after the checks were accounted for.
- F. Carla was able to verify with Wells Fargo that the Sweep Account was completely secured. Mike related the information to Carla that during the meeting at Wells Fargo, the Board was told that funds in non-interest bearing accounts are secured 100%, without limit by the FDIC. Carla stated that she would look into that. The State Investment Pool is 100% secured as well. All other regular accounts are currently at \$200,000.
- G. Carla talked to the Board about the current amount that is showing in the bank. She wants the Board to keep in mind that it may seem like a lot of money, but if IBSD ever had to replace the system or if Idaho Falls ever decides that their system has reached its life, we would need to give a certain amount to replace it. Keeping in mind when the City of Idaho Falls needs to be upgraded and when our system needs to be entirely replaced and try and factor that in and build it up as best we can so when that happens we aren't surprised. Capital planning is very important. The restricted fund is the first place these funds could be taken.

8. Letter from Carla Benson

- A. Carla included a letter with her audit that would be signed by the chairman and the secretary/treasurer. Mike spoke with Tony at EchoHawk about the letter. Tony would like to review it before IBSD signs it. Because the letter wasn't signed, is why Carla's report was called a 'draft' report. After it is signed it will become final. It is a form letter that goes with the audits. Previous years it had been signed by Dorothy. This raised the question that the current IBSD wasn't in official capacity at that time, so how could the current IBSD sign this because we have no knowledge that all these things were done. It asks "to the best of your knowledge" have the required things been provided to Carla. Nothing should have been hidden from her, and it states that there shouldn't have been anything illegal that IBSD knew of and didn't tell Carla.
- B. When the letter is signed, Carla will then ask for a formal approval from the Board at the next meeting and then the audit will become final.
- C. Carla also gave Cindy a letter of engagement to bring before the Board. Discussion of the letter will be tabled until the next meeting.

9. Office Policy: NSF Charges

- A. Cindy told the Board about a returned check we received that was for \$168.00. It was one check, but it was for a number of accounts. Cindy wanted to know whether the staff should charge \$25 (NSF fee) times the number of accounts (6) or do you want us to do a onetime charge of \$25. Additionally, if it is one account to be charged, which one of the 6 should it be applied towards.
- B. John thought we should charge whatever it costs us (including labor) whenever it is a bounced check. Cindy stated that adjustments must be made to the accounts when there is an NSF check. 6 accounts may not be a lot to do adjustments for, but it could be for checks that are for many more accounts. Our charge from the bank for NSF checks is around \$7. Cindy has directed the staff to look at the payment history to see if it is the first time, which is different than if we see this is a series of this happening over and over. Charges are then put on in that case. Mike questioned whether we had seen any other accounts that had this happen to them from the past. Cindy said she is not sure because the accounts she had seen with NSF charges had looked to all be individual accounts, but they could have been multiple accounts, each with the \$25 fee.

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- C. In the future, Cindy will give continue to look at the accounts to see the history, but if it is on a large account it will be brought before the Board.

10. Memorandum of Agreement-- IBSD/Bonneville County

- A. John discussed the agreement with Bonneville County for Beeches Corner. In return for using the sewer line, Bonneville County will flush it with approximately 2000 gallons of water through the RV dump 8 times per year, March through October. This balanced out pretty evenly for what it would cost them to pay the fees to IBSD and our benefit. John felt IBSD got a great deal with it. The MOA will go before EchoHawk, and if there isn't a problem, it will be signed.
- B. Dan Golab asked how deep the sewer was there. John and Mike told him 20+ feet. Dan filled the Board in with the facts that he is currently in talks right now with the State of Idaho to purchase that property and to place a fire station where the RV dump is. The idea is to move the RV dump down the road, closer to where the port of entry was located. There is not sewer service there now. Dan said the sewer line would need to be taken across the road. He spoke with the County Commissioners to ask how deep it is there and whether it was feasible to take it across the road. He will now go to the State of Idaho with this information.
- C. Susan had a question about who would pay to move the sewer. Dan stated that right now it would be state grant money that comes from when RVs purchase their sticker. Because it is a joint venture with another agency, the cost is almost non-existent to procure the property. It would be a substantial upgrade to what is existing there now. Susan stated she knew the talk was going on, but she had forgotten it.

11. Purchasing office property – Glen Clark

- A. IBSD is setting up a Public Hearing for next month, as well as advertisements for the public hearing and a newsletter addressing this.
- B. Mike asked Dan about whether he knew of any property available similar to a joint agreement between entities. John wondered if we should pursue an interagency agreement to see if there is something around that belongs to a government agency that we could get. Dan will contact John with more information about an interagency agreement as he gets it.
- C. Glen spoke with the Board about the property on Ammon near Lincoln andf near Falls Water. He distributed a handout that had the prices of the lots that are available. The prices have gone up since the last time the Board looked at these properties. Glen feels that Rockwell is looking for the Board to make them an offer for the property. Glen likes lots 4, 6 and 1

12. Discussion: State of Sewer Newsletter – New Office and Sub-district representatives

- A. John collected a list of ideas of good things that are happening in the District and distributed them as a handout to the rest of the Board. Included in the list is the new office.
- B. John stated that he didn't include the new sub-districts and that could be on there. Glen stated that he would help out anyone who called him from any of the districts not just his own.
- C. Susan stated that an agreement would need to be reached before it could be published.
- D. John read his list of good things that said:
 - Reduced management cost by about 50%, which saves us as much as \$225,000 per year.
 - Eliminated monthly fees that people were being charged where no sewer service was even possible
 - Refunded 10s of thousands of dollars in overcharges to members of the District.
 - Reduced the standard connection fee rates by over 50%
 - Reduced regular commercial connect fees by as little as 1/10 of what the businesses were being billed previously.
 - Eliminated a substantial number of delinquent accounts just by simply working with the people.
 - The ladies in the office have done a tremendous job of doing that where people are not being delinquent, are not having liens put on their properties.

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- We determined that the 1.5 million dollar repair bill at Beeches Corner was not necessary. We withdrew the lawsuit with Bonneville County and we worked with the County to reopen Beeches Corner.
 - We have essentially avoided a lawsuit with the patrons of Ashwood Acres with a minimal cost to the District. *Susan doesn't feel that \$10,000 is a minimal cost. John stated that compared to the \$300,000 - \$400,000 it is a minimal cost.
 - Negotiated a settlement with the City of Ammon's lawsuit and then negotiated a main trunk line that will cost us \$2.4 million dollars that was estimated to be \$4.0+ million dollars. * Susan stated that we still have to pay to separate, and that is going to cost us at least .5 million. Kevin Harris from Forsgren stated that he has been working with Lance Bates with the City of Ammon with coming up with some preliminary costs and he'll be getting a report together and it will be coming to IBSD shortly.
 - We've made substantial improvements in our computer and accounting system so that we can better track the affairs of the District and take better care of your money.
 - We determined much better how many patrons are actually a part of the District. Previously we were off by about \$67,000 per month. *Questions arose because of this statement. John was addressing the fact that at one time the Board was told there was 8000 connections in the District, but that amount is not correct and it is closer to 5,400 – 5,600 in the District. Therefore the overstating the amount of revenue each month by \$67,000 per month. The board decided not to put this in there.
 - Patron comment: Eliminated the voucher book which was "awesome"
 - Reduced the Director's pay to \$1
 - With all of the changes in the accounting in the computer we can begin to look at the rate and determine whether \$28 is right. *The Board didn't want this in there.
 - The office, we think that now is the time to look at buying or building instead of paying rent. We would like your input at a public hearing on June 17, 2009 with preliminary plans and cost estimates. *Susan feels this needs to be more prominent, like at the top.
- E. Public Comment: Allen Beazer stated that having it on the other side of the newsletter would be helpful because 9 of 10 people won't read it.
- F. Susan suggested saving all of this for the December letter. Mike suggested putting these in the message box in the front of the invoice. It could be like a fact of the month.
- G. Cindy sends statements on the 1st of the month. As long as the newsletter is ready then, it can go out.
- H. Mike feels we need to address what needs to be on the newsletter: Considering purchase of building; come to public meeting to let their opinions be heard and put in there the cost/benefit analysis. Putting the proposed floor plan could be put on there as well.
- I. A public comment was made to put the flyer on a different colored paper.
- J. John will work on newsletter and get it to the Board for approval. Susan will be out of town, so Cindy will be in touch with her to make sure she gets John's updates.

13. Banking

- A. John informed the District about the meeting with Wells Fargo to talk about the Sweep Account and the changes that were made to save the District money in fees that were being paid. The Board will be shopping around for where to put the District's money. The District is looking for what is first secure and second earns the best rate of return.

14. Discussion: 5 month rule for start of billing

- A. Donna went through the current process of how the 5 month rule works for when billing starts after a permit is issued. The way it is set up now does not allow for a true 5 months before billing starts.

MOTION: Mike, Susan second motion to extend them a six month period before they start to be billed for their sewer after they have filed for their permit. If they start using the system sooner than that, then they are to come and notify us that they started using it (maybe through certificate of occupancy) but they need to come and let us know and the billing will start then. If at the end of 6 months they still have not built on

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it, if they will come in and notify us that the lot is vacant and has not started construction, then they can extend that another 6 months. They get a full 6 months. (3-0)Aye, John abstains

MOTION PASSED

15. Discussion: GIS System – Sunrise Engineering

- A. Donna discussed with the Board that IBSD currently has a mapping system, but we do not have any data. Cindy and Donna contacted Bob King at Sunrise Engineering. Approximately 2 years ago, Bob installed the GIS mapping system for IBSD. He has the files currently backed up. We would need to get an estimate from him as well as the costs associated with the upgrade in software to the next version. We did receive a copy of the contract he had with the previous management company for IBSD. The software was completely interegrated with Caselle and Laserfische, Bob wrote some specific software that completely intergrated it together. For it not to show up in all of those places would mean that a lot of work was gone. Bob gave Cindy and Donna a half dozen file extensions to look for.
- B. Susan spoke with Bob today. She did confirm that Bob put it on the server, not on a computer in the basement. Susan would like Bob to come look for the data. Bob quoted \$60 per hour and it would take 2-3 hours (max) to look for the data.

MOTION: Susan made a motion that we hire Bob King with Sunrise Engineering to come look for this data at \$60/hour for no more than 2-3 hours. (no second)

MOTION: Mike made a motion, Susan second to include that not only should we authorize them to reinstall these files, but that Sunrise Engineering (Bob King) take some time to do some training with IBSD and we'll need to purchase the upgrade to the software (ARC GIS) as well. It would also include the redoing of the links to Laserfische and Caselle. Cindy quoted the upgrade to the next ARC GIS \$600 9.2 to 9.3 (approximate). It would also include Sunrise Engineering (Bob King) to look for the data first at \$60/hour for no more than 2-3 hours. (3-0) Aye, John abstains

MOTION PASSED

- C. If Bob can't find the files on our system, we would need an estimate of how much it would cost to reinstall the data. Bob has a copy of the original data, but not any work that was done after he originally installed it. Donna also requested some training from Bob as well. This GIS system will integrate us with the City of Idaho Falls (with the updated version of Arc)
- D. Kevin talked about the fact that if IBSD gets the State grant, it could cover GIS funding to update the GIS files.
- E. Susan questioned where the files are. She knows it was on the server and is wondering where it is now. Mike stated that he doesn't know, but he does know that the Attorney General has copies of the original archive when they took the computers, then took them again after we accusations from former employees that they were erasing files from the computers. Since they images of both of them, they could address this issue with Susan.
- F. Mike discussed specifics regarding the Attorney General's first and second time of taking IBSD computers. He also stated that it was possible that the files could be on another computer because Benton Engineering and IBSD were merged on the server.

16. Discussion: IT Support

- A. At the request of Mike Klingler, Cindy conducted some preliminary research to look for IT support. Mike stated that he has spent a lot of time here without pay, and it is time to look for someone who will get paid for their work. Cindy contacted 3 companies PC Plus, Hart Computer Technology and Microserv.

- B. PC Plus: \$75/hour with the option to come up with something more contract oriented (at a lesser price) ie 4 hours per month, with one year obligation. Offsite data rates are dependent upon the amount of data. 90 GB = \$185/mo for offsite backup, 400 GB = \$425
- C. Hart Computer Technology: \$85/hr with one hour min with that rate. He has contracts that were, for example, \$300/mo that would include 4 hours but if he was only here for 20 minutes, it would only be billed at 20 minutes it would not be the 1 hour minimum. The good thing about that is that you would be locked into that rate. Rates can be adjustable. So, if you find out you are using 6 hours per month you can adjust it over the year, you aren't locked into completely, and the same with going down in number of hours.
- D. Microserv: \$65/hour If you have a contract, you can do pre-paid for 20 hours at \$55/hour. One way to reduce the cost is to do in-house bench support. That rate is \$50 / hour. Parts are extra with all of these companies. Microserv does do offsite back up, but it is completely dependent on the amount of data (no quote)
- E. Mike stated that the full backup file form our server is 50 GB and then we have roughly 200 mb per day that is being backed up.

MOTION: Glen made the motion, Susan second that Mike makes the decision on who we have handle this. (working with Cindy) (3-0) Aye John abstains

MOTION PASSED

17. Discussion: Replacement computer and server

- A. IBSD has had the current server for almost 5 years and it is very slow. The computer formerly used by Jessica and now used by Edie is struggling as well. 10/12/04 was the order date for the server and computer. Mike recommends that we get a new server and a new replacement computer for Edie. We have the monitor and keyboard, so the tower would be right around \$1000.
- B. Mike explained to Susan that in the past the data for the computers appeared to be stored on both the servers as well as the workstations. Since we've moved to this location, all the data on the new machines are now being stored on the server. The old machines have lots of things still on them. Susan suggested that Bob should look at the workstations for the mapping data. (Cindy and Donna already looked too)
- C. Susan stated Bob King thinks that there was a computer that belonged to IBSD that Mike Lund had and he (King) did something with that computer. Cindy said that was what Bob King told her as well. Susan asked if Mike Lund's IBSD computer was one of the one's we currently have, but it isn't. Cindy asked where Mike Lund worked and Susan a responded that Mike Lund worked in the basement. Mike stated that when the AG came in they took Jamee's laptop, the desktop that Jessica used, the desktop that Dorothy used, the server, a computer that was at Oliver's home, a laptop that Dorothy had and a laptop that Oliver had. Susan thought that the AG had gone through Mike Lund's office. Mike Klingler stated that they went through Mike Lund's office, but the AG didn't take his computer. John asked if that was his computer or ours (IBSD) Susan stated that she thought it was ours. Susan feels that we need to find out where it is. We currently have the server, 2 original Dell machines (Jessica's and Dorothy's), Jamee's laptop and Oliver's XPS. Dorothy's and Oliver's laptops are still with the AG and they haven't been returned. There was question about the laptops, and the comments were made that a laptop was purchased for Dorothy when she was backing up at her home and for Oliver too. Susan expressed concern that if Bob King put something (Arc GIS) on Mike Lund's computer and we don't have it, we need to get it. Mike Klingler asked Susan to ask Mike Lund to see if that (computer?) was still available. Kevin Harris stated that it makes sense that the software would be on the engineer's computer.

Mike Klingler estimates that it would cost \$5,000-\$6,000 for the server and \$1,000 for the new tower for Edie. He thinks it might be a good idea to wait until we do the migration with the the ARC GIS as well as the (General Ledger / Accounts Payable module with Caselle). He isn't sure what version of sequel server will work well with Caselle. He will look into it. Susan asked that it be put on next meeting's agenda.

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- D. Dan G. stated that since Mike Lund was a District employee, The Board interjected and said that Mike was not an employee. Dan then asked if that was the District's computer. Susan said that Mike should have been using the District's computer because he was doing the District's work. Dan's question is that if he's using that and using your information, that is then your (IBSDs) information) John stated that he is no longer a private contractor if he's using the District computer. Dan felt that IBSD should be able to request that information back.

18. Discussion: Metering Station Hitt/Lincoln – Options for protection

- A. Cindy reminded the Board of when the metering station was hit. Susan asked for this to be placed back on the agenda so it could be updated.
- B. Cindy can contact Aaron at Forsgren for ideas for protection for the metering station
- C. A jersey barrier is an option as well making sure that there is a clear zone (right of way) for whatever option IBSD chooses. (Contact Dan G)

19. Discussion: Iona Historical Society – Update

- A. Glen stated that the Historical Society said they would do it, but Glen hasn't been over yet to check it. He will go look into it.
- B. The Historical Society was going to cap the line so that charges would cease.
- C. Susan feels that this situation might fall under the licenses operator requirement.

20. Discussion: Employee Benefits

- A. Cindy advised the Board that she just needs to schedule something so that the employees can get benefits. She had stopped the sub-committee meeting process because there was a question as to whether that violated the open meeting law.
- B. Mike stated that Paul at EchoHawk addressed the issue and that we can address it in two ways. 1) Address it as an entire Board. 2) You can assign specific individuals from the Board to be a committee to investigate policy and benefits and have them come back with a report to the Board, but that it has to be done by the Board.
- C. Mike proposed to have the medical companies to come back at the next special meeting and present in Executive session their plans.
- D. Glen asked Cindy about what benefits the employees were interested in. He understood that when we were first talking about this, the employees were not so much interested in the medical, but more in the benefits. Cindy agreed but told Glen that in order to protect future employees who might want medical, there has to be a certain number who qualify for the medical. Technically the 3 employees referenced (2 temp and Cindy) would qualify because their spouses have insurance and therefore they could still turn down IBSD medical insurance and allow another employee in the future without coverage to be eligible for medical.
- E. Cindy stated that this involves negotiations with the employees that the Board was getting ready to hire, on what their wages would be and whether there would be any tax ramifications if you didn't offer benefits to them.
- F. A tentative special meeting was agreed upon for 6/3/09 for this benefits meeting. The Board will check their calendars. Cindy did tell the Board that the employees were a little disappointed that we haven't enacted anything yet and she doesn't want it to affect morale anymore than it should. IBSD is closed Monday but as it stands now, nobody will be getting paid for it.

MOTION - Mike moved, Glen second motion for our employees to get a paid vacation day for the Memorial Day. (3-0) Aye, John abstains

MOTION APPROVED

- G. Susan felt that we would have to gather all the information on the 3rd of June, and then we'd have to meet again with just ourselves to go over everything. John said that is unless it is obvious at that meeting, then we could take care of it then. Cindy stated that it should be pretty straightforward. .

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21. Added agenda item – Mike Klingler asked at the beginning of the meeting to add an item to the meeting to address allegations by Susan Ring against Allen Beazer at last IBSD Special meeting.

- A. As per Susan, John, Mike and Glen had approached Allen at some point and offered to pay Allen to run for election to oppose Susan. Mike asked Allen if they ever approached him and asked him about running. Allen responded by saying, “Not together” “Glen asked me once if I would run and I said I would see, and that was it” John asked if it was a question of information. Allen responded, “That’s pretty much it” Glen asked, “Did I offer you money” Allen replied, “Absolutely not”
- B. Susan said I didn’t say to offer you money. Other members of the board said that finance was involved. Susan said that she said “they offered to finance his campaign” Allen said, “Nobody’s ever offered to do that to finance a campaign for me.
- C. Mike stated that the allegations had been made, but that he didn’t believe that you (Allen) had ever made them. He wanted to make sure that this was cleared. Mike said he appreciated the clarification.

22. Discussion: Travel Policy – IBSD

- A. Edie from the office is leaving Monday (actually Tuesday) to go to Caselle training. Rather than doing this backwards, let’s get something in place so that we know how we are to travel. (fly etc) Cindy initially reviewed the GSA website to see what they authorized. Edie then went online and found the Matrix that you (John) were talking about that outlines a lot of this. It pretty much mirrors what the GSA site does with allowances. Cindy asked if Edie needed travel advance money. Edie’s plans are to drive her own vehicle and to save the District money, she will be staying with a relative in Salt Lake. She had planned on not asking for the reimbursement for mileage for anywhere except directly to Caselle. John suggested a flat per diem rate. IBSD will pay the current GSA rate for mileage and \$120 per day.

MOTION – Glen moved, Susan second motion that we pay her (Edie) \$120 per day per diem + the GSA rate for mileage. (3-0) Aye, John abstains.

MOTION PASSED

23. Payment of bills

- A. Cindy was asked if all the file cabinets have been bought yet. Cindy thinks that one more still needs to be bought at this time so that the Board members who want a file drawer can have one as well as because the files from Farrell will be coming back and IBSD will need space for those.
- B. Cindy brought up that the barcode scanner had previously been authorized to pay for under US Bank, but because Bank of Commerce is the only account with the Credit Card, she went ahead and did it. (It was an online purchase)
- C. Cindy also brought up that we still need to get the receipt printer and the cash drawers.
- D. We bought an ergonomic mouse for one employee who was concerned about repetitive stress motion.
- E. Susan noted that there isn’t anything on the spreadsheets about paying the former people. Cindy told Susan that we haven’t paid them yet. Cindy said she started to the process by typing up a letter that she was going to attach with the payment. She then realized that EchoHawk should send this and that is shouldn’t come from her because it is more legal. So, Cindy contacted Cherese and then right after that was when Cherese was no longer with IBSD. Now we have Tony working on it.

Mike has thought about this and one of the reasons that IBSD had originally refused to pay their bills was because IBSD wanted them to remove the ‘reserve the right to bill’ Mike had forgotten about that when he moved to pay those bills last month because we had agreed that we were going to wait until they removed that from their bill. Mike would like to hold on to the payments until that statement is removed from their bills. Mike would also like to ask them for a full and final bill. Susan would like to make sure that if IBSD pays them Dave Benton and Mike Lund at the next meeting that the bill is on the spreadsheet so that they will get paid.

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- F. Mike asked Cindy to get Mick's final bill for the Bonneville County lawsuit.
- G. United Micro Data undercharged IBSD for March and April 2009. IBSD received the corrected invoices for those dates and it is on this spreadsheet.
- H. Cindy will check with Forsgren to verify this is their last bill related to Beeches Corner.
- I. Mike mentioned that he does want to see what's happening there the EIRWWA to see that IBSD got the correct information from the previous engineer about it.

MOTION – Glen moved, Susan seconded motion that we accept the Bank of Commerce account as is and that we replenish it, and that we pay the bills as Cindy has written down. (3-0) Aye, John Abstains

MOTION PASSED

MOTION – Mike moved, Glen seconded motion to \$200,000 transfer from Wells Fargo to US Bank to pay the bills. (3-0) Aye, John abstains

MOTION PASSED


24. Approval of minutes – 4/15/2009

- A. Cindy asked Susan to bring her letter, from the 5/7/09 meeting, because she said she has those minutes completed with the exception of what was in the letter.

MOTION – Susan moved, Glen seconded motion to approve the 4/15/09 minutes based on the changes (3-0) Aye, John abstains

MOTION PASSED

Adjournment



John Price, Chairman of the Board of Directors

11-10-09

Date



Mike Klingler, Secretary/Treasurer

11-11-09

Date