

OFFICIAL IBSD MINUTES

APRIL 24, 2013

IONA-BONNEVILLE SEWER DISTRICT (IBSD) MONTHLY BOARD MEETING

Meeting called to order by Mr. Jason Blundell at: 7:10 p.m.

Board Members Present: Kelly Howell (absent); Mike Klingler; Jason Blundell (acting Chairman); Glen Clark; Robert Esplin

IBSD Staff: Cindy Wellman, Manager; Donna Bridges, Field Coordinator

Attorney: Tony Sasser, Sasser Law Office

Public: Allen Beazer, patron; Paul Scoresby, Schiess & Associates; Randy Waters, Sperry Van Ness-High Desert Realty

Agenda Items:

1. Ammon separation: Discussion
2. Review/approval of employee manual
3. Approval of minutes: 03/27/2013
4. Payment of bills
5. Executive Session: Idaho Code: 67-2345 (c) To conduct deliberations concerning labor negotiations or to acquire an interest in real property, which is not owned by a public agency.
6. Adjournment

Meeting minutes: For additional information, please reference the meeting recording.

00:00:00 AMMON SEPARATION: DISCUSSION

Ms. Wellman explained that this item was put on the agenda in case there was an update or additional information to be discussed. At the previous meeting on April 18, 2013 Mr. Blundell was selected to act as the IBSD representative. He noted that he is waiting to hear when this meeting will be scheduled. The purpose of that meeting will be to get additional feedback from the City of Ammon regarding separation of the system.

00:02:30

00:02:30 REVIEW/APPROVAL OF EMPLOYEE MANUAL

Mr. Sasser had distributed the proposed IBSD Employee Hire At Will Policy Manual to the Board for review. There are a couple optional items that he is asking the Board to decide whether they want to include. The first one is the Veteran's preference for hiring. The second one is the preference for hiring from within. These are items that can be included but ICRMPS does not have a preference either way, it would be up to the Board. Once the Board accepts the manual employees will be distributed to the employees to be signed as accepted.

(Mr. Clark arrived 00:08:15)

OFFICIAL IBSD MINUTES

Mr. Klingler stated he would like the optional items to be discussed by the Board as required and he does not see a need for including the items in the manual. Mr. Blundell likes the hiring from within policy since it has the potential to save on training and allow for advancement.

MOTION: Mr. Klingler made a motion to accept the IBSD Employee At Will Manual striking the optional items. **MOTION SECONDED:** Mr. Clark seconded. **MOTION PASSED:** 4-0 (Yay: Mr. Klingler, Mr. Blundell, Mr. Clark, and Mr. Esplin)

00:15:15

Mr. Sasser stated he and Ms. Wellman will move forward and distribute to employees. The employees will sign a document noting they have received the manual to be filed in their employee file.

00:16:30

00:16:30 **APPROVAL OF MINUTES: 03/27/2013**

MOTION: Mr. Klingler made a motion to approve the minutes as drafted. **MOTION SECONDED:** Mr. Clark seconded. **MOTION PASSED:** 4-0 (Yay: Mr. Klingler, Mr. Blundell, Mr. Clark, and Mr. Esplin)

00:18:05

00:18:05 **PAYMENT OF BILLS**

The Board reviewed and discussed the bills.

MOTION: Mr. Esplin made a motion to approve the bills as presented. **MOTION SECONDED:** Mr. Clark seconded. **MOTION PASSED:** 4-0 (Yay: Mr. Klingler, Mr. Blundell, Mr. Clark, and Mr. Esplin)

00:30:00

00:30:00 **EXECUTIVE SESSION: IDAHO CODE 67-2345 (C) TO CONDUCT DELIBERATIONS CONCERNING LABOR NEGOTIATIONS OR TO ACQUIRE AN INTEREST IN REAL PROPERTY, WHICH IS NOT OWNED BY A PUBLIC AGENCY.**

MOTION: Mr. Esplin made a motion to move into Executive Session pursuant to Idaho Code 67-2345 (c) to conduct business deliberations concerning labor negotiations or to acquire an interest in real property, which is not owned by a public agency. **MOTION SECONDED:** Mr. Klingler seconded. **MOTION PASSED:** Roll call vote 4-0 (Yay: Mr. Klingler, Mr. Blundell, Mr. Clark, and Mr. Esplin)

00:31:30

00:00:00 tape 2

The Board came out of Executive Session.

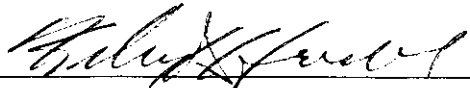
MOTION: Mr. Clark made a motion to purchase the property at 1684 Wildwood Lane for \$132,500 for the purpose of allowing IBSD to acquire additional space for possible upgrades or

OFFICIAL IBSD MINUTES

emergency power generation for the lift station. MOTION SECONDED: Mr. Esplin seconded.
MOTION PASSED: 4-0 (Yay: Mr. Klingler, Mr. Blundell, Mr. Clark, and Mr. Esplin)
00:01:50 tape 2

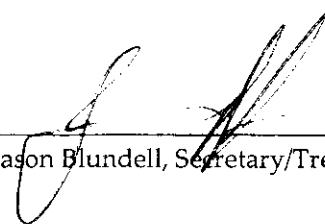
00:01:50 tape 2 ADJOURNMENT

The meeting adjourned at 8:15 p.m.



Kelly Howell, Chairman of the Board of Directors

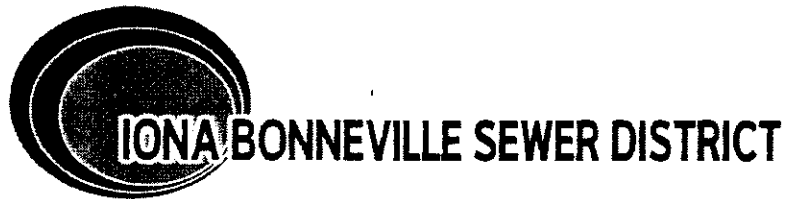
5-22-2013
Date



Jason Blundell, Secretary/Treasurer

5/22/13
Date

OFFICIAL IBSD MINUTES



Monthly Expenses April 24, 2013

Bank of Commerce	Replenish Office Account	\$	246.95
BK Professional Services	Building Maintenance	\$	200.00
Blue Skies Product Distributing	Bottled Water for Office	\$	15.00
Buff N Shine Building Maint.	Office Cleaning	\$	165.00
Caselle	Software Support	\$	598.67
Century Link	Telecommunications	\$	317.88
Chase/Paymentech	Merchant Fees	\$	248.48
City of Ammon	Sewage Treatment	\$	8,128.00
City of Idaho Falls	Maintenance	\$	1,004.20
City of Idaho Falls	Sewage Treatment/Maintenance	\$	50,469.60
HealthSmart Benefit Solutions	Insurance	\$	32.00
ICRMP	Insurance	\$	1,409.10
Intermountain Gas	Office Utility - Gas	\$	26.48
Lincoln Employee Benefits	Employee/Board Wages	\$	12,672.94
MicroSurvey	Software Support/Annual	\$	395.00
Porter's	Office Supplies	\$	34.95
Rocky Mountain Power	Utility - Lifts, Meters, Office	\$	505.76
Sasser Law Office	Legal	\$	2,667.50
Schiess and Associates	Engineering	\$	2,930.00
United Mailing Direct	Monthly Statements	\$	1,748.67
Utility Billing Refunds	Patron Refunds	\$	684.57
Western Recycling	Building Maintenance	\$	30.00
Xpress Bill Pay	Online Banking, Training	\$	920.69
		\$	85,451.44