

# OFFICIAL IBSD MINUTES

JUNE 22, 2016  
IONA-BONNEVILLE SEWER DISTRICT (IBSD)  
MONTHLY BOARD MEETING

Meeting called to order by Chairman Jason Blundell at: 7:05 p.m.

**Board Members Present:** Jason Blundell (Chairman); Robert Esplin (via teleconference); Matt Porter; Stephanie Bird; Brady Belliston

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

**Attorney:** Tony Sasser, Sasser Law Office

**Public:** Jeff Freiberg, J. Freiberg Engineering

**Agenda Items:**

1. School District #93 High School, update
2. Crow Creek #4: Eagle Rock Engineering
3. Warm Springs Townhomes: Kartchner
4. Customer Relation Incident
5. Approval of minutes: 05/25/2016
6. Payment of bills

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

00:00:00        **SCHOOL DISTRICT #93 HIGH SCHOOL, UPDATE**

Mr. Tony Sasser stated that he has been working on the Development Agreement for the proposed high school. He is waiting for a corrected legal description of the property since the one that was provided previously included property that was not annexed. He believes he will be able to submit a draft to Mr. Freiberg next week.

Ms. Bridges stated that a connection fee will need to be determined based on estimated use. Mr. Freiberg does not think they will need a building permit until the Summer 2017. They have a foundation permit so that the foundation can be started this summer. The building plans will be submitted to the County this winter. The plan is to open for school in Fall 2018.

IBSD will be requiring School District #93 to upgrade the pumps in the lift station as well as divert the flow from the force main to the line on First St. Ms. Bridges stated that Forsgren & Associates have pump recommendations based on the pump curve calculations they have performed. The pumps are a new brand that IBSD has recently started using. The City of Idaho Falls are in the process of adding these pumps to the standards and specifications.

00:12:45

# OFFICIAL IBSD MINUTES

00:12:45           **CROW CREEK #4: EAGLE ROCK ENGINEERING**

Ms. Bridges stated that Kartchner has presented plans for the next division of Crow Creek. The plans are under review by the engineer. She presented a map showing the location. The lines are already in place so this project will not involve new construction of mains.

**MOTION:** Mr. Porter made a motion to approve Crow Creek Division #4 pending review and approval by the engineer. **MOTION SECONDED:** Ms. Bird seconded. **MOTION PASSED:** 5-0 (Yay: Mr. Blundell, Mr. Esplin, Mr. Porter, Ms. Bird and Mr. Belliston)

00:16:50

00:16:50           **WARM SPRINGS TOWNHOMES: KARTCHNER**

Ms. Bridges stated that plans have been submitted for Warm Springs Townhomes. This project will be constructed near the intersection of Heath St. and First St. These will be considered apartments with one owner since there is only one connection per multiple units. Mr. Esplin would like to talk to the engineer regarding this project but is okay with approving plans at this time.

**MOTION:** Mr. Belliston made a motion to approve Warm Springs Townhomes project pending review and approval by the engineer. **MOTION SECONDED:** Ms. Bird seconded. **MOTION PASSED:** 5-0 (Yay: Mr. Blundell, Mr. Esplin, Mr. Porter, Ms. Bird and Mr. Belliston)

00:29:20

00:29:20           **CUSTOMER RELATION INCIDENT**

Ms. Wellman stated that there has been an ongoing issue with one of the patrons which has escalated to him making threats to one of the staff. The patron pays his bill by bringing in payment to the office. His mood can either be pleasant or angry so the general way the staff deals with him is to take his payment with very little conversation. At certain times he will become a few months past due and be upset about late fee accruals. He also becomes very upset if he receives delinquent notices notifying patrons that accounts can be certified as a tax.

During his most recent visit he was very angry after receiving the notice and made threatening comments to a staff member. Ms. Wellman called Mr. Sasser after the incident to discuss how to handle the incident. The staff member did not want to file a police report. It was decided that Ms. Wellman, as the manager, would take all future payments from him.

The Board discussed the best way to handle this and decided that a letter from the attorney should be sent to the patron notifying him that he is not allowed to make in person payments at the office. The customer service in the office has always been excellent and this type of incident has never happened before.

00:42:20

This is an exception to the normal experience from patrons who come into the office. The staff has found that most patrons understand our policies regarding past due balance and late fees.

00:44:00

# OFFICIAL IBSD MINUTES

00:44:00      **APPROVAL OF MINUTES: 05/25/2016**

**MOTION:** Mr. Porter made a motion to approve the minutes for May 25, 2016 as written.  
**MOTION SECONDED:** Mr. Belliston seconded. **MOTION PASSED:** 4-0 (Yay: Mr. Blundell, Mr. Esplin, Mr. Porter, and Mr. Belliston; Abstain: Ms. Bird)

00:44:45

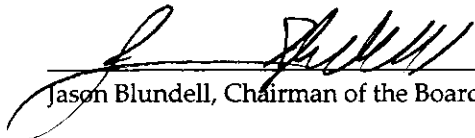
00:44:45      **PAYMENT OF BILLS**

**MOTION:** Mr. Porter made a motion to approve payment of the bills as presented. **MOTION SECONDED:** Ms. Bird seconded. **MOTION PASSED:** 5-0 (Yay: Mr. Blundell, Mr. Esplin, Mr. Porter, Ms. Bird and Mr. Belliston)

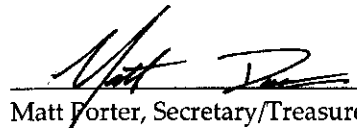
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00:45:20      **ADJOURNMENT**

The meeting adjourned at 7:50 p.m.

  
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Jason Blundell, Chairman of the Board of Directors

7/27/16  
\_\_\_\_\_  
Date

  
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Matt Porter, Secretary/Treasurer

7-27-16  
\_\_\_\_\_  
Date

