

OFFICIAL IBSD MINUTES

NOVEMBER 18, 2010
IONA-BONNEVILLE SEWER DISTRICT (IBSD)
MONTHLY BOARD MEETING

Meeting called to order by Chairman John Price at: 7:00 p.m.

Board Members Present: John Price (Chairman); Mike Klingler; Jason Blundell; Glen Clark; Kelly Howell

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

Attorney: Tony Sasser, Sasser Law Office

Public: Kevin Harris, Forsgren & Associates; Ray Ellis, EIHBA; Allen Beazer, patron; Robert Esplin, patron; Brenda Klingler, patron; Sharon White, interested party.

Agenda Items:

1. Disconnect options for military members – Patron, Kathy Earley
2. Grease in sewer line - Update
3. Bylaws, Resolutions, Minutes, Policy Manual, Procedures
4. Ammon Separation Update
5. Building Update --Snow removal quotes, holiday lights
6. Audit RFQ
7. Payment of bills
8. Approval of Minutes: 10/21/2010
9. Adjournment

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

00:00:00 **DISCONNECT OPTIONS FOR MILITARY MEMBERS**

Ms. Early contacted the office asking that billing for her son's account be suspended since he has been deployed. He will be away for at least a year but does not want to disconnect the water since it will be used for irrigation.

Mr. Blundell stated there have been a lot of people making this request but it is difficult to monitor. Mr. Clark agreed stating that if one concession is made then another is requested.

No decision was made since Ms. Early was not in attendance.

00:02:55 **GREASE IN SEWERLINE - UPDATE**

Ms. Bridges stated that a grease clog had been discovered in a manhole on Tie Breaker Drive after a patron reported a backup. The City of Idaho Falls has cleaned the manhole and line. They determined that the problem is not a result of Tie Breaker Elementary so they can only speculate

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on the cause. It may be that the line backed up and the grease accumulated over a period of time or that a grease trap pumper truck dumped a load into the manhole.

The board discussed different procedures that could be implemented to prevent this problem. The staff has spoken to Mike Hendrickson with City of Idaho Falls pretreatment and this is an issue Idaho Falls deals with on occasion and are trying to prevent.

00:07:15

00:07:15 **BYLAWS, RESOLUTIONS, MINUTES, POLICY MANUAL, PROCEDURES**

Mr. Sasser has been reviewing the most recently drafted Bylaws. He presented the Board a draft of the Bylaws. He asked the Board whether the subject of Subdistricts, passed on an advisory vote of patrons, should be included in the Bylaws. Another issue is whether the Chairman should be allowed to vote and if the Board would like to have a citizen's advisory committee. He asked the Board to review so that a further discussion can be held at the next meeting.

Mr. Price would like to have a finished product that is useful when this exercise is completed. The Board needs a manual that can be referred to and edited over time. Mr. Sasser stated the Bylaws are basically a codification of the State statutes.

Mr. Howell stated there is a set of Bylaw approved in 2005 that are still in force. In these Bylaws the Chairman is permitted to vote. There have been votes that would have had a potentially different outcome if the Chairman had cast a vote and since the Chairman is an elected official, by not voting his constituents are not represented. The Code is silent on whether the Chairman is allowed to cast votes or make motions.

Mr. Clark stated his experience is that the Chairman does not make motions.

Ms. Wellman stated that minutes have been created with recovered recordings for several 2008 minutes. She asked if these minutes could be adopted even though there are already approved minutes for these dates. She believes this is important since the motions are extracted from the minutes and the existing minutes do not always accurately reflect what is heard on the recording.

Mr. Klingler commented on the fact that the more recent minutes are indexed with the time of the recording so anyone who wants more information can refer to the recording. It was also suggested that the recordings be put on the website.

00:26:45

MOTION: Mr. Klingler made a motion to add Executive Session pursuant to Idaho Code 67-2345 (f) to the agenda. **MOTION SECONDED:** Mr. Howell seconded. **MOTION PASSED:** 4-0 (Yay: Mr. Klingler, Mr. Blundell, Mr. Howell, Mr. Clark; Chairman Price abstains)

00:28:35

00:28:35 **AMMON SEPARATION UPDATE**

Mr. Price has left a message with the Mayor of Ammon but has not heard back so he has nothing to report on this issue.

00:29:00

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01:00:15

Mr. Blundell inquired with Mr. Sasser if anything has happened with extension of agreement for the interceptor line. Mr. Sasser stated his understanding was if Ammon wanted an extension they were to make a request.

01:01:30

00:29:00 **BUILDING UPDATE – SNOW REMOVAL QUOTES, HOLIDAY LIGHTS**

Ms. Wellman has received several bids for snow removal.

MOTION: Mr. Clark made a motion to hire 2 Guys Plowing for snow removal at \$55.00 per event contingent upon the time being before business hours with at least 1-inch of snow. Subsequent plowings will be at the request of staff. **MOTION FAILED:** no second.

Mr. Sasser stated this could be handled administratively.

Ms. Wellman contacted four holiday light installers but only received one quote. The quote for the roof is \$911.50 and to add the trees near the building is \$385.00. She also contacted B & K, the contractor who currently handles the landscape maintenance, and they will install provided lights at \$25.00 per hour. The Board discussed this and directed Ms. Wellman to purchase lights and have B & K install lights.

00:46:30

00:46:30 **AUDIT RFQ**

Ms. Wellman reported that Joe Nepton has been working on the financial pre-audit and progress has been made. There are a couple things within the software that still need to be resolved but she expects this to be done very soon. Since Mr. Nepton has been working on the financials it is possible for Ferrell Steiner to perform the audit without a conflict of interest.

MOTION: Mr. Blundell made a motion to have Ferrell Steiner perform the audit for fiscal year 2009 and 2010. **MOTION SECONDED:** Mr. Howell seconded. **MOTION PASSED:** 4-0 (Yay: Mr. Klingler, Mr. Blundell, Mr. Howell, Mr. Clark; Chairman Price abstains)

00:50:50

00:50:50 **PAYMENT OF BILLS**

The Board discussed and asked questions regarding the itemization of billing.

MOTION: Mr. Blundell made a motion to pay the bills. **MOTION SECONDED:** Mr. Klingler seconded. **MOTION PASSED:** 4-0 (Yay: Mr. Klingler, Mr. Blundell, Mr. Howell, Mr. Clark; Chairman Price abstains)

00:58:40

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00:58:40 APPROVAL OF MINUTES: 10/21/2010

01:01:30

MOTION: Mr. Howell made a motion to approve the minutes for October 21, 2010. **MOTION SECONDED:** Mr. Blundell seconded. **MOTION PASSED:** 4-0 (Yay: Mr. Klingler, Mr. Blundell, Mr. Howell, Mr. Clark; Chairman Price abstains)

01:02:20

Ms. Wellman stated she has received a letter from the East Idaho Regional Wastewater Authority. Mr. Price read the letter which requested the EIRWWA be placed on the agenda for the next meeting so that a presentation can be made. This is a response to the request for proposal made to the EIRWWA.

Mr. Price stated that he spoke informally with Chad Stanger and they will not be responding to the request within the 90 day period.

01:06:20

01:06:20 EXECUTIVE SESSION: IDAHO CODE 67-2345 (F) PENDING LITIGATION


MOTION: Mr. Klingler made a motion to move into Executive Session pursuant to Idaho Code 67-2345 (f) pending litigation. **MOTION SECONDED:** Mr. Blundell seconded. **MOTION PASSED:** 4-0 (Yay: Mr. Klingler, Mr. Blundell, Mr. Howell, Mr. Clark; Chairman Price abstains)

01:07:20

00:00:00 Tape 2 ADJOURNMENT

The meeting adjourned at 8:45 p.m.

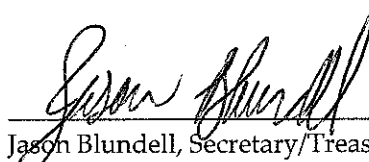
00:00:15 Tape 2



John Price, Chairman of the Board of Directors

12-15-10

Date



Jason Blundell, Secretary/Treasurer

12/16/10

Date