

OFFICIAL IBSD MINUTES

SEPTEMBER 26, 2012 IONA-BONNEVILLE SEWER DISTRICT (IBSD) MONTHLY BOARD MEETING

Meeting called to order by Chairman Kelly Howell at: 7:00 p.m.

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

IBSD Staff: Cindy Wellman, Manager

Attorney: Tony Sasser, Sasser Law Office

Public: Steve Fuhriman, Aflac; Lance Bates, City of Ammon Engineer; Kevin Harris, Forsgren and Associates; Allen Beazer, patron; Marvin Fielding, Schiess and Associates

Agenda Items:

1. AFLAC presentation – S. Fuhriman
2. Engineering companies on IBSD utilization list.
3. J. Freiberg Engineering presentation.
4. Midway/Eagle Interceptor – Lance Bates, City of Ammon Engineer
5. Final acceptance of 2012 IBSD Facility Planning Study
6. Panorama Hills acceptance
7. Insurance – Sewer pipes, lift stations and general
8. Subdivision monitoring for IBSD
9. Transfer of sewer permits
10. Arc GIS / MicroSurvey implementation
11. Certification extensions
12. Credit card options
13. Annual IBSD potluck
14. Proposed date change for October 2012 IBSD monthly board meeting.
15. Approval of minutes: 8/22/2012
16. Payment of bills
17. Adjournment

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

00:00:00 **AFLAC PRESENTATION – S. FUHRIMAN**

Mr. Steve Fuhriman with Aflac Insurance made a presentation offering supplemental insurance for employees. The products are paid by the employee so there is no cost to the employer. Aflac is the largest supplemental insurance company in the nation. Claims are paid on average within four-five days after claims are received. The company started in 1955 after it was recognized that there were “holes” in traditional health care insurance policies.

Mr. Fuhriman gave an example of the benefits that could be expected if a beneficiary had a hospital stay that caused a loss of work. There are several policies to choose from such as

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accident, cancer, disability and others. Mr. Esplin stated he has this insurance through his employer and he has been impressed with the coverage.

The Board discussed offering this benefit and left it to Ms. Wellman to determine if there is interest. At least three employees are required to qualify for a plan.

00:21:35

00:21:35 **ENGINEERING COMPANIES ON IBSD UTILIZATION LIST.**

Ms. Wellman stated that Jeff Freiberg was on the approved engineers list but has since left the company and started his own company. She has had another engineering company approach her offering engineering services as well so she is asking the Board if they would like to consider adding or changing the list of approved engineers.

There are currently eleven companies on the approved list. The Board does not think there is a reason to change the list at this time.

00:23:35

00:23:35 **J. FREIBERG ENGINEERING PRESENTATION.**

Mr. Jeff Freiberg was unable to attend meeting.

00:23:35

00:23:35 **MIDWAY/EAGLE INTERCEPTOR – LANCE BATES, CITY OF AMMON
ENGINEER**

Mr. Lance Bates presented the Board with the as-built drawings for the Midway/Eagle Interceptors. The project has been completed and is functioning. The pipe has had sewer flow since December 2011 but the project was not done until June 2012. Typically the warrantee period starts when the flow starts. The work that was left unfinished until June was final road paving, a few manholes needing grout and replacing approved manhole lids.

The Board asked Ms. Wellman to arrange for the line to be videoed before December. The current policy is to camera the line a second time after one year before final acceptance.

00:30:15

00:30:15 **FINAL ACCEPTANCE OF 2012 IBSD FACILITY PLANNING STUDY**

Kevin Harris stated that the Facility Planning Study final draft is done. He incorporated the comments from the public hearing and corrections requested by the Board. He is working on getting the software for the system modeling.

00:32:30

00:37:10

MOTION: Mr. Blundell made a motion to accept the Facility Planning Study and move forward with the recommendation made therein. **MOTION SECONDED:** Mr. Esplin seconded.

MOTION PASSED: 4-0 (Yay: Mr. Klingler, Mr. Blundell, Mr. Esplin, and Chairman Howell)

00:38:00

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00:38:00 PANORAMA HILLS ACCEPTANCE

Ms. Wellman has received verbal confirmation that Panorama Hills subdivision has been accepted by the City of Idaho Falls. The addition to the connection fee will be around \$1,000.00 on top of current fees.

00:41:00

00:41:00 INSURANCE – SEWER PIPES, LIFT STATIONS AND GENERAL

Ms. Wellman stated one of the issues on hold until the Facility Planning Study was completed was insurance for the system. She would like to move forward getting quotes. Currently the lines and lift station are not insured. Some of the system could be covered by the current ICRMPS policy. Ms. Wellman will present the quotes when she has better numbers.

00:43:20

00:43:20 SUBDIVISION MONITORING FOR IBSD

Ms. Wellman stated that when one of the subdivisions was under construction recently there was a situation that required an engineer to do inspections to make sure that the construction was being done per Idaho Falls standards and specifications. The specific issues were the aggregate size in the fill being too large and trash being thrown in the hole. There was also a question as to whether the pipe being used was good since it was discolored due to sun exposure and sufficient bedding material.

Mr. Sasser stated this was suggested previously when the engineers list was put together. He would like to add that at certain stages in the construction there will be spot checks in the development agreement.

00:53:25

00:53:25 TRANSFER OF SEWER PERMITS

Ms. Wellman told the Board that there have been rumors that there are people buying permits and later using them as a commodity to be sold later. Recently a title company contacted the office stating that the developer had a lien letter recorded with the county saying he had a lien on the property for the connection fee.

Mr. Blundell stated he believes this is an issue between the buyer and seller. Mr. Sasser agreed and stated it is up to the buyer to do due diligence.

01:02:10

00:32:30 ARC GIS / MICROSURVEY IMPLEMENTATION

Ms. Wellman stated the office is to the point where additional training for GIS software is needed so we can utilize the tools we have and the modeling system developed by Forsgren. Mr. Esplin suggested training for a staff member.

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MOTION: Mr. Esplin made a motion for Ms. Bridges to attend a training course in ArcGIS.

MOTION SECONDED: Mr. Klingler seconded. **MOTION PASSED:** 4-0 (Yay: Mr. Klingler, Mr. Blundell, Mr. Esplin, and Chairman Howell)

00:37:10

01:02:10 CERTIFICATION EXTENSIONS

Ms. Wellman stated that when Certifications are done patrons who are able to pay half the past due balance and request payment arrangements were given an extension of time to pay the remaining past due amount. Patrons who request an extension had until September 30th to have their certified balance removed from the list that is sent to Bonneville County. The problem this year is that a person who had an extension filed for bankruptcy after the Certification was done but prior to the deadline for payment.

Ms. Sasser believes extension should not be allowed. Ms. Wellman stated that allowing extensions does provide an additional two months to pay past due amounts but it is very time consuming for staff.

MOTION: Mr. Klingler made a motion to stop providing extensions for payment on certified amounts. **MOTION SECONDED:** Mr. Esplin seconded. **MOTION PASSED:** 4-0 (Yay: Mr. Klingler, Mr. Blundell, Mr. Esplin, and Chairman Howell)

01:05:50

01:05:50 CREDIT CARD OPTIONS

Ms. Wellman has received quotes from the credit card companies but it has been difficult to compare the quotes due to varying formats. She has been working with Express Billpay to put the submittals in a format that can be presented to the Board for comparison. She would like to present this information at the next scheduled board meeting in October.

01:07:40

01:07:40 ANNUAL IBSD POTLUCK

The annual potluck has been scheduled for October 16, 2012.

01:10:45

01:10:45 PROPOSED DATE CHANGE FOR OCTOBER 2012 IBSD MONTHLY BOARD MEETING.

The audit will be presented at the next Board Meeting but the accountant cannot be present on the scheduled meeting date of October 24th so Ms. Wellman would like to reschedule the meeting for October 17th. The Board agreed and Ms. Wellman will follow procedure for changing the scheduled meeting.

01:12:05

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01:12:05 **APPROVAL OF MINUTES: 8/22/2012**

MOTION: Mr. Esplin made a motion to approve the minutes for August 22, 2012 with the requested changes. **MOTION SECONDED:** Mr. Blundell seconded. **MOTION PASSED:** 4-0 (Yay: Mr. Klingler, Mr. Blundell, Mr. Esplin, and Chairman Howell)

01:12:50

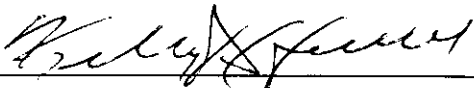
01:12:50 **PAYMENT OF BILLS**

MOTION: Mr. Blundell made a motion to approve payment of the bills. **MOTION SECONDED:** Mr. Klingler seconded. **MOTION PASSED:** 4-0 (Yay: Mr. Klingler, Mr. Blundell, Mr. Esplin, and Chairman Howell)

01:14:40

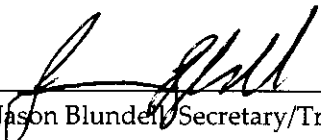
01:14:40 **ADJOURNMENT**

The meeting adjourned at 8:15 p.m.



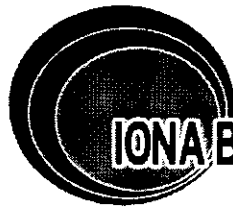
Kelly Howell, Chairman of the Board of Directors

12-3-2012
Date



Jason Blundell, Secretary/Treasurer

12/20/12
Date



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IONA BONNEVILLE SEWER DISTRICT

MAILING

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Idaho Falls, Idaho
83401

OFFICE

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OTHER

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Monthly Expenses September 26, 2012

Amazon.com	Office Supplies	\$30.38
Bank of Commerce	Replenish Office Account	\$1,295.82
BK Professional Services	Building Maintenance, Landscaping North	\$2,560.00
Blue Skies Product Distributing	Bottled Water for Office	\$15.00
Buff N Shine Building Maint.	Office Cleaning	\$165.00
Calendars.com	Office 2013 Calendars	\$35.67
Caselle	Software Support (Sept/Oct)	\$1,057.34
CDW	Software (Acrobat x2)	\$588.64
Century Link	Telecommunications	\$318.17
City of Ammon	Sewage Treatment	\$8,128.00
City of Idaho Falls	Sewage Treatment/Maintenance	\$59,340.60
Dell.com	Monitor	\$208.93
Falls Water	Office Utility – Water (2 months)	\$288.21
Forsgren Associates, Inc.	Engineering – Facility Planning Study	\$750.00
GoDaddy.com	Domains/Pvt Registration	\$74.97
HealthSmart Benefit	Insurance	\$48.00
Intermountain Gas Co.	Office Utility – Gas	\$2.00
Key Bank	Safe Deposit, Deposit Slips	\$48.68
Landon Excavating	Panorama Hills Repairs	\$6,275.00
Lincoln Employee Benefits	Employee/Board Wages	\$12,958.14
Office Max	Office Supplies, Chair	\$305.16
Porter's Office Products	Storage Shelves(3), Office Supplies	\$1,345.42
Rocky Mountain Power	Utility – Lifts, Meters and Office	\$542.41
Sasser Law Office	Legal	\$1,903.00
Schiess and Associates	Engineering: Scoresby Conn. Inspection	\$150.00
State Insurance Fund	State Ins. Fund	\$126.00
United Mailing Direct	Monthly Statements/Delinquent Notices	\$1,728.25

Total: \$100,289.39