

OFFICIAL IBSD MINUTES

SEPTEMBER 2, 2009
IONA-BONNEVILLE SEWER DISTRICT (IBSD)
SPECIAL BOARD MEETING

Meeting called to order by Chairman John Price at: 6:01 p.m.

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

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

Attorney: Eileen McGovern, Echohawk Law Office

Public: Kevin Harris, Forsgren Engineering
Lance Bates, City of Ammon Engineer
Bruce Ard, City of Ammon Mayor
Susan Farnsworth, patron

Agenda Items:

1. Discussion and possible decisions on IBSD employee benefits.
2. Discussion and possible decisions related to building construction update for new office: Jason Blundell
3. Discussion and possible decisions on building materials for new office: Jason Blundell
4. Discussion and possible decisions related to Riverbend Manor, with possible de-annexation: City of Ammon and IBSD
5. Discussion and possible decisions related to overall separation of sewer lines: City of Ammon and IBSD.
6. Adjournment

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

00:00:30 IBSD EMPLOYEE BENEFITS

Ms. Wellman stated the next step for PERSI would be to have representatives come talk to the Board or just complete the paperwork. Since the decision to offer PERSI has been made, Ms. Wellman was directed to continue with the paperwork and get it set up.

Ms. McGovern stated the best way to proceed with health insurance is for the Board to contract with a private insurance provider; there are no other options the District would qualify for. She says the cost will range from \$300-\$400 per employee; she will provide a couple options for the Board to investigate.

Mr. Clark asked that the self-insuring option be investigated. Ms. McGovern said she could look into the option of administrative self insurance programs for the next meeting. Mr. Klingler offered another option is to let employees get their own insurance and the district will pay the premium up to a certain amount. Chairman Price stated his company pays the employee an amount that can be used for health insurance so the company is not involved.

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Ms. Wellman asked what the allowable carryover for earned time off each year is since the earned time off policy has been adjusted. She also asked for direction on how the Board would like to handle earned time off when an employee terminates employment.

MOTION: Mr. Klingler made a motion that employees be allowed to carry over a full year of earned leave time at the end of each year. This would be six (6) days for the first year and ten (10) days for subsequent years until the fifth (5th) and fifteenth (15th) year when the leave accrual schedule increases. **MOTION FAILED:** No second.

MOTION: Mr. Blundell made a motion that a maximum of ten (10) day be allowed to accrue starting January 1st and if the time is not used it will be lost. **MOTION SECOND:** Mr. Klingler seconded the motion. **MOTION PASSED:** (Yay: Mr. Blundell, Mr. Klingler, Mr. Clark, Mr. Howell; Chairman Price abstains).

MOTION: Mr. Blundell made a motion that at the end of employment any unused earned time off can be used or cashed out. **MOTION SECOND:** Mr. Klingler seconded. **MOTION PASSED:** (Yay: Mr. Blundell, Mr. Klingler, Mr. Clark, Mr. Howell; Chairman Price abstains).

Ms. Wellman asked how the Board would like Jury Duty to be addressed since it's an impending issue in the office. The Board discussed the issue and decided it was not a significant issue in Bonneville County. Mr. Clark is concerned if the company pays for time when employee is summoned then employees would try to serve but if they aren't getting paid they are more likely to get out of it. Mr. Blundell and Mr. Klingler say their experience is that most people don't end up being selected; it is typically not up to the employee whether they are called or have to serve.

Ms. McGovern suggested that a policy be put in place in the event an employee is called for jury duty.

MOTION: Mr. Klingler made a motion that employees be paid for the entire time they are absent due to jury duty. **MOTION SECOND:** Mr. Blundell seconded. **MOTION PASSED:** (Yay: Mr. Blundell, Mr. Klingler, Mr. Howell; Chairman Price, Mr. Clark abstain).

MOTION: Mr. Klingler added to the motion above that payment for jury duty be contingent on proof provided by the court that employee was required to and actually served during that time. **MOTION SECOND:** Mr. Clark seconded. **MOTION PASSED:** (Yay: Mr. Blundell, Mr. Klingler, Mr. Clark, Mr. Howell; Chairman Price abstains).

Ms. Wellman asked how the Board would like to handle bereavement leave. The Board stated any time off for a death in the family would require using earned time off.

00:33:40

00:33:40 PROPOSED OFFICE BUILDING UPDATE

Mr. Blundell presented proposals gathered by Sundberg Architects, for which he has signed off to move forward; proposals are from Rocky Mountain Engineering and for electrical and mechanical engineering. Mr. Blundell stated the project could be done a couple ways; if the architect handles every aspect of the project a higher fee will be required.

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Ms. McGovern believes the safest bet is to seek a general contractor who can bid it out as a consolidated package and not piece meal. The Board discussed the best way to handle to the project, either through the architect or several engineering contractors. It was generally decided to have one entity as the responsible party and all proposals, bids and payment should go through the architect.

Chairman Price asked who is going to be responsible for making sure the engineering and building requirement are met. Mr. Blundell stated the contract will be between IBSD and the architects; the architect will contract the engineers. The documents presented are just proposals from the engineers for information purposes.

MOTION: Mr. Clark made a motion to proceed with the office building using Sundberg as the architect and with Mr. Blundell overseeing. **MOTION SECOND:** Mr. Howell seconded.

MOTION PASSED: (Yay: Mr. Blundell, Mr. Klingler, Mr. Clark, Mr. Howell; Chairman Price abstains).

00:57:10

01:58:50 – 01:59:10

00:57:10 PROPOSED OFFICE BUILDING MATERIALS

Mr. Blundell asked for input from the Board as to whether they want to proceed with the building as shown in the elevation drawings with brick and vertical siding. Mr. Clark asked if the Board could meet informally to discuss these types of items. Ms. McGovern stated that as long as the Board wasn't deliberating towards a final decision it was okay to communicate outside an open meeting. Mr. Klingler mentioned Tony Sasser, with Echohawk, had previously said if the discussion was something the staff was going to be dealing with normally it would be okay to meet outside of an open meeting as the decisions being made did not involve expenditures but things like paint and carpet colors. Chairman Price suggested everyone review the materials list and bring any questions or oppositions to the next meeting.

01:02:40

01:02:40 POSSIBLE DE-ANNEXATION RIVERBEND MANOR

Lance Bates, City of Ammon Engineer, presented the plans for Riverbend Manor and discussed the engineering problems, specifically the problem with getting gravity flow lines to work in the area. Currently this area does not have any existing buildings; this project is proposed to have part of the project flow to IBSD lines and part flows into Ammon lines. The only way for IBSD to serve the entire project is with a lift station.

The developer would like to de-annex a portion of the property so that it can be served by the City of Ammon. Chairman Price doesn't see a problem with this since it eliminates the need for a lift station. The owner of the property would be required to file a petition with IBSD asking for exclusion of the property from the District.

Chairman Price would like to start discussing these types of situations so that "we can get these situations untangled" and figure out what's best for patrons, the IBSD and the City of Ammon. There are places where Ammon flows into IBSD lines and where IBSD flows into Ammon lines

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and we need to work on possibly getting rid of unnecessary lift stations and "untangling" these lines as best as we can.

The IBSD will need a petition from the owner of the property for de-annexation. A public hearing will be scheduled after the petition is received. Mayor Ard offered a letter stating the City of Ammon will serve this project for the courts and DEQ information.

01:17:40

01:17:40 IBSD AND CITY OF AMMON SEPARATION

Mr. Bates presented a map of the sewer lines in the area where the IBSD and City of Ammon need to be separated. These areas require separation so the District can continue having the City of Idaho Falls process waste when Ammon begins utilizing the EIRWWA project. The proposed IBSD interceptor route will be from 17th Street and Ammon Rd., eventually connected to a line near the Eagle Alignment.

Mr. Harris has been reviewing the possible routes and costs for separating lines and presented a draft of a report including estimating costs.

Mr. Clark is concerned about exchanging customers since Ammon's fees are higher and he doesn't expect district rates to increase anytime soon. Mr. Bates said he did not know how district fees could remain the same since Idaho Falls has a \$60 million plant upgrade planned and it's likely that some of the cost will be passed to the IBSD.

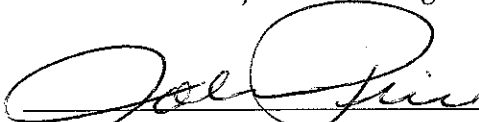
Chairman Price would like to know what the benefit is to keep a customer; how much is a customer worth over a period of time. A decision as to whether the additional costs would be spread across the District to all patrons or just to the patrons directly affected by options will be required after additional information is gathered. Patrons will be presented with the options and the estimated cost of the options and then allowed to make a decision.

The Board directed Mr. Harris to continue his study of options and the costs associated with each and present it in a way easily understandable to patrons.

01:59:00

01:59:15 ADJOURNMENT

Chairman Price adjourned meeting at 8:00 p.m.



John Price, Chairman of the Board of Directors

11-11-09

Date



Mike Klingler, Secretary/Treasurer

11-11-09

Date