

OFFICIAL IBSD MINUTES

SEPTEMBER 28, 2011
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: Karen Hansen, patron; Jerry Hunsaker, patron; David Olson, patron; Paul Snarr, Eagle Rock Engineering; Daniel Meda, Eagle Farms; Lee Radford, Eagle Farms Attorney; Allen Beazer, patron; Robert Esplin, patron; Sally Price, patron; Marvin Fielding, Schiess and Associates

Agenda Items:

1. Request to suspend billing until construction complete on residential property: Gene Rockwood.
2. Review of letters of interest/qualifications for appointment to the IBSD Board of Directors to fill the position of director, currently held by John Price. A possible decision may be reached and an appointment made to the Board at this meeting by the current Board of Directors. Interested candidates are: Allen Beazer, Robert Esplin, Karen Hansen, Jerry Hunsaker and David Olson
3. Discussion regarding, Burbank Industrial Park, Eagle Rock Engineering
4. Discussion of development agreement, connection fees and monthly fees for Eagle Farms and IBSD Industrial use policy: Marvin Fielding, Schiess and Associates.
5. Building Update: IBSD adjacent lot options, Fencing quotes
6. Insurance policy renewal and review.
7. Scheduling of annual IBSD potluck
8. Approval of minutes: 7/11/2011 and 8/24/2011
9. Payment of bills
10. Statement of resignation by IBSD Chairman, John Price.
11. Adjournment

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

00:00:00

Mr. Price opened meeting by asking if there were additions to the agenda. Ms. Wellman was asked to add scheduling of annual potluck since the time is approaching.

MOTION: Mr. Howell made a motion to add Scheduling of annual IBSD potluck to the agenda.

MOTION SECONDED: Mr. Klingler seconded. **MOTION PASSED:** 4-0 (Yay: Mr. Klingler, Mr. Blundell, Mr. Howell, Mr. Clark; Chairman Price abstains)

00:01:05

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00:01:05 **REQUEST TO SUSPEND BILLING UNTIL CONSTRUCTION COMPLETE
ON RESIDENTIAL PROPERTY: GENE ROCKWOOD**

Mr. Gene Rockwood has requested that the billing for his under construction home be suspended until he is actually using the facilities.

MOTION: Mr. Clark made a motion to give Gene Rockwood additional time. **MOTION FAILED:** No second.

Mr. Klingler asked the Board to address this as a policy. The current policy is that billing begins after six months but the intent was to not bill patrons for services they are not receiving; perhaps this can be monitored on a month to month basis.

MOTION: Mr. Klingler made a motion to allow private individuals who are constructing homes a month to month extension on billing if services are not being used. The manager will make the decision as to who is granted the extension. **MOTION SECONDED:** Mr. Howell seconded.

MOTION PASSED: 4-0 (Yay: Mr. Klingler, Mr. Blundell, Mr. Howell, Mr. Clark; Chairman Price abstains)

00:08:35

00:08:35 **REVIEW OF LETTERS OF INTEREST/QUALIFICATIONS FOR
APPOINTMENT TO THE IBSD BOARD OF DIRECTORS TO FILL THE
POSITION OF DIRECTOR, CURRENTLY HELD BY JOHN PRICE. A
POSSIBLE DECISION MAY BE REACHED AND AN APPOINTMENT
MADE TO THE BOARD AT THIS MEETING BY THE CURRENT BOARD OF
DIRECTORS. INTERESTED CANDIDATES ARE: ALLEN BEAZER, ROBERT
ESPLIN, KAREN HANSEN, JERRY HUNSAKER AND DAVID OLSON**

Mr. Price asked each of the interested parties to introduce themselves to the Board and give a brief statement of qualifications.

Mr. Allen Beazer stated that the Board knew him since he has been attending meetings for several years as well as making several runs for the Board. He would like the opportunity to serve. Mr. Blundell noted Mr. Beazer's long time interest and asked him what had originally peaked his interest. Mr. Beazer stated he knows a lot of people who live in the district and would like to represent them. He would like to be the non-businessman on the Board. Ms. Wellman noted that Mr. Beazer's uncle was one of the original founders of the District.

Mr. Robert Esplin introduced himself to the Board. He is a Structural Engineer and has wanted to be more involved with the community since attaining his Professional Engineering license. He has experience with Civil Engineers but does not do this type of engineering so there would not be a conflict of interest. He lives in Cloverdale and was initially interested due to his close proximity to Eagle Farms. He believes he can provide an engineers point of view on the Board and serving would give him an opportunity to give back to the community. He stated a strength he has offered while attending meetings is the questions he has asked that have gotten people thinking. Mr. Howell asked if he could support the Board if decisions he does agree with are made. Mr. Esplin said he has other experiences where he has disagreed but once a decision is made that is what he will do.

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Ms. Karen Hansen stated she has experience in public service and community affairs. She has worked in City government as well as community affairs for many years. She was involved in the creation of Crime Stoppers. She has served as City of Iona Mayor and on the City Counsel. She has a lot of respect for the Board and for what they have accomplished. She has a lot of experience and skills and would like to serve if she is needed.

00:21:20

Mr. Jerry Hunsaker introduced himself to the Board. He is originally from Star Valley and retired to Idaho Falls after working for U.S. Steel. He has worked with City of Ammon Fire Department. Ms. Wellman stated he worked on the document scanning for Ammon. He would like to be a voice for Senior Citizens.

Mr. David Olsen stated he moved into the area about 16 months ago. He is originally from Idaho Falls and Mud Lake areas. He has a wide variety of experience from his work as a contract negotiator related to construction. He has served in the church and would like to serve in another capacity in the community. He has experience and demonstrated the ability to work on a team and support the decisions of a team whether he is in disagreement or not.

00:28:30

The Board discussed each applicant and noted their strengths, experiences and qualifications. They also discussed whether a decision should be made during the meeting or at a later time or special meeting. Mr. Sasser stated that the decision has to be made within thirty days of the resignation or the statute allows the court to make a decision if one is not made.

MOTION: Mr. Howell made a motion to appoint Robert Esplin to fill the upcoming vacancy [John Price, seat 5] on the Board. **MOTION SECONDED:** Mr. Blundell seconded. **MOTION PASSED:** 3-1 (Yay: Mr. Klingler, Mr. Blundell, Mr. Howell; Nay: Mr. Clark; Chairman Price abstains)

Mr. Price thanked all the applicants for participating. Mr. Esplin will fill the vacancy after Mr. Price officially resigns.

00:45:30

00:45:30

DISCUSSION REGARDING, BURBANK INDUSTRIAL PARK, EAGLE ROCK ENGINEERING

Mr. Snarr is working on a project on west side of Hitt Road between Iona and Lincoln Roads. The Board has previously provided a letter to Bonneville County stating that the area, aka Yellowstone Industrial, could not be served by IBSD. The current plan calls for a dry line to be installed for a future connection if service does become available. He is asking for a signature on the plans showing IBSD is aware of and approves the proposed line.

The Board discussed whether or not IBSD would want to sign the drawings and what a signature would imply. IBSD does not have plans to serve this area and cannot add connections to the line on Lincoln Road as part of an agreement with City of Idaho Falls. The Board told Mr. Snarr that since there is not a plan to serve this area they elect not to have an IBSD signature on the drawings.

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Mr. Snarr stated that there is a meeting with Bonneville County to discuss this project and it was suggested that Donna Bridges attend on behalf of IBSD for any questions that Bonneville County may have.

01:01:15

01:01:15 **DISCUSSION OF DEVELOPMENT AGREEMENT, CONNECTION FEES AND MONTHLY FEES FOR EAGLE FARMS AND IBSD INDUSTRIAL USE POLICY: MARVIN FIELDING, SCHIESS AND ASSOCIATES.**

Mr. Marvin Fielding, Schiess and Associates, was tasked with looking at the discharge rate for the connection for Eagle Farms and making recommendations for a general industrial use policy. He has visited Eagle Farms to get a better understanding of their operation. He has also met with City of Idaho Falls personnel regarding policies for industrial users.

IBSD has approved Eagle Farms for a 10,000 gallon per day discharge but has requested additional flow of up to 50,000 gallons per day in the event it's needed. Mike Hendrickson, with the City of Idaho Falls Pretreatment, has recommended that Eagle Farms apply for an industrial user permit so they are covered in the event that the discharge does exceed 25,000 gallons per day.

Mr. Fielding's findings were reviewed by Mr. Sasser and used to draft a development agreement between IBSD and Eagle Farms. Mr. Fielding reviewed the agreement with the requirement to apply for the Industrial Waste Permit and comply with the City of Idaho Falls sewer ordinance. It is also recommended that Eagle Farms install a prescreening device and install engineering discharge controls to control and measure flow. The maximum discharge rate will be 28 gallons per minute for up to 10,000 gallons per day. The connection fee and monthly user rates shall be billed at the standard user rate.

There is plenty of capacity in the line. It was determined that the flow could be as much as 425 gallons per minute and increase the line usage by 10 percent.

01:13:00

After review and discussion of each line item on the agreement Mr. Klingler made a few recommendations for the development agreement including making sure the 10,000 gallons per day is noted in the contract. He also suggested having an item requiring SCADA equipment to enable remote monitoring of flow if IBSD should request it in the future.

Mr. Lee Radford, attorney for Eagle Farms, and Daniel Meda of Eagle Farms addressed the Board regarding the draft of the agreement. He stated that since IBSD has followed the City of Idaho Falls recommendations in the past he thinks it makes sense to follow their guidelines. Idaho Falls has been doing this a long time and has figured this process out. He continued that there are only three significant industrial users in the City, the two malt plants and Penford, which are in a different category since their flow is based on strength whereas commercial discharge is based on flow. Mr. Sasser stated there are other fresh pack facilities in Idaho Falls who may not be categorized as a significant industrial user but were required to get the permitting from Idaho Falls.

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Mr. Sasser will continue to work with Mr. Fielding and Eagle Farms to get the agreement finalized and then represent to the Board for approval. Mr. Fielding requested authorization to continue billing on this project since Schiess has maximized the previously authorized time.

MOTION: Mr. Klingler moved that Schiess and Associates be authorized to bill up to \$1,000 for work related to a general industrial user policy and Eagle Farms discharge agreement. **MOTION SECONDED:** Mr. Blundell seconded. **MOTION PASSED:** 4-0 (Yay: Mr. Klingler, Mr. Blundell, Mr. Howell, Mr. Clark; Chairman Price abstains)

01:46:00

01:46:00 **BUILDING UPDATE: IBSD ADJACENT LOT OPTIONS, FENCING QUOTES**

Ms. Wellman stated she has received a quote for fencing from Dan Gubler, Bonneville County Fire Commissioner. It is for the same fencing material that is being installed around for the under construction fire department next to the IBSD building. He told her that as long as due diligence is done IBSD can use the quote obtained by the Fire Department. He has provided one bid and she is trying to obtain the other ones.

The Board discussed whether a fence is something they want to consider and decided to table the discussion for a later time.

Ms. Wellman asked the Board what they wanted to do with the north side of the building lot and vacant east lot. Mr. Klingler stated he does not see the need to do anything but clean and mow the east lot since they do not know what they are going to do with the lot. He would like the north side of the building lot irrigated and grass installed. He asked Ms. Wellman to obtain quotes.

MOTION: Mr. Klingler made a motion to have the north side of the building lot landscaped with grass and irrigated. **MOTION SECONDED:** Mr. Clark seconded. **MOTION PASSED:** 4-0 (Yay: Mr. Klingler, Mr. Blundell, Mr. Howell, Mr. Clark; Chairman Price abstains)

01:54:00

Mr. Blundell informed the manager that the light was out on the flag pole and asked if a new flag could be installed since the current one is looking tattered.

01:55:30

01:55:30 **INSURANCE POLICY RENEWAL AND REVIEW.**

Ms. Wellman stated it is time to review the terrorist coverage for the insurance policy. Mr. Price read the current ICRMPS coverage policy which does cover terrorism. The Board discussed and declined to add the additional coverage.

01:58:25

01:58:25 **SCHEDULING OF ANNUAL IBSD POTLUCK**

MOTION: Mr. Klingler made a motion to schedule a potluck on October 8th or if it falls on a weekend then the Friday proceeding. **MOTION SECONDED:** Mr. Clark seconded. **MOTION PASSED:** 4-0 (Yay: Mr. Klingler, Mr. Blundell, Mr. Howell, Mr. Clark; Chairman Price abstains)

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01:59:40

01:59:40 **APPROVAL OF MINUTES: 7/11/2011 AND 8/24/2011**

MOTION: Mr. Klingler made a motion to approve the minutes for July 11, 2011 and August 24, 2011. **MOTION SECONDED:** Mr. Clark seconded. **MOTION PASSED:** 4-0 (Yay: Mr. Klingler, Mr. Blundell, Mr. Howell, Mr. Clark; Chairman Price abstains)

02:00:45

02:00:45 **PAYMENT OF BILLS**

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

02:07:10

02:07:10 **STATEMENT OF RESIGNATION BY IBSD CHAIRMAN, JOHN PRICE.**

Mr. John Price has submitted a letter of resignation. He commented that he believes the current Board and staff are doing a terrific job. He has served on the Board for seven year and has learned a lot and believes the District is running well now.

Mr. Klingler stated that when you have had a member serve as Mr. Price has it would be good to show that appreciation. He proposed implementing a policy to allow the District to purchase a token of their service such as a small plaque.

MOTION: Mr. Klingler made a motion to allow for the purchase of a plaque for Board Members who has served the District upon leaving favorably. **MOTION SECONDED:** Mr. Clark seconded. **MOTION PASSED:** 4-0 (Yay: Mr. Klingler, Mr. Blundell, Mr. Howell, Mr. Clark; Chairman Price abstains)

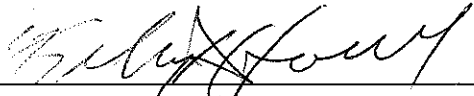
02:11:30

Mr. Price made a few parting comments saying he has enjoyed most of his time on the Board and he has learned a lot. The Board thanked Mr. Price for his service and Mr. Klingler presented a plaque.

02:13:40

02:13:40 **ADJOURNMENT**

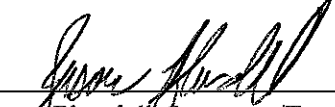
The meeting adjourned at 9:15 p.m.



Kelly Howell, Chairman of the Board of Directors

10-26-2011

Date



Jason Blundell, Secretary/Treasurer
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10/28/11

Date