

# OFFICIAL IBSD MINUTES

SEPTEMBER 25, 2013  
IONA-BONNEVILLE SEWER DISTRICT (IBSD)  
MONTHLY BOARD MEETING

Meeting called to order by Chairman Kelly Howell at: 7:10 p.m.

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

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

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

**Public:** None

**Agenda Items:**

1. Discussion regarding nonprofit fee policy
2. Review of IBSD bylaws and policy manual
3. Budget and audit updates
4. Approval of minutes: 8/28/2013
5. Payment of bills
6. Adjournment

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

00:00:00

Mr. Sasser requested an item be added to the agenda. He would like to follow up with the discussion regarding fees for nonprofit entities in the District. He only received responses to his inquiries as of today. With no objections, this item was added to the agenda.

00:02:05

## DISCUSSION REGARDING NONPROFIT FEE POLICY

Mr. Sasser stated that he contacted other sewer districts to see what their policy is regarding fees for nonprofit entities. No one he contacted waives fees for nonprofits. The reasoning for this is that there is the potential to have to morally justify who would be covered under the policy. There is a potential for legal liability if this is a policy.

Mr. Esplin stated he would support a policy that is very specific to nonprofits using less than one equivalent residential unit with the use being exclusively for the public. Mr. Blundell stated his opinion is that even if the intentions of the Board are good, this is not something he would support since there may be unforeseen issues in the future. Mr. Klingler related a story regarding using public moneys to offer assistance. He stated he believes the Board as individuals can be supportive of charity but it is not proper to use public fund for this purpose. There is also the potential of waiving fees for organizations that are opposed by patrons.

**MOTION:** Mr. Blundell made a motion to waive the monthly fee for Iona Historical Society for a period of three months as previously agreed at a prior meeting but to reinstate the monthly sewer

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service fee per current policy. He further moved that no special fees or discounts be allowed for nonprofits entities in the future. **MOTION SECONDED:** Mr. Klingler seconded. **MOTION PASSED:** 4-0 (Yay: Mr. Klingler, Mr. Blundell, Mr. Clark, and Chairman Howell; Abstain: Mr. Esplin)

00:10:15

## 00:10:15 REVIEW OF IBSD BYLAWS AND POLICY MANUAL

The draft of the policy manual has been put together to a point where it is ready for Board review. The staff used manuals from other districts to put a draft together and cross referenced it to IBSD approved motions regarding policies.

Mr. Clark, noting the policy that requires Developers to video lines prior to final acceptance, suggested looking into purchasing a camera truck and hiring personnel to perform this function ourselves. Mr. Esplin suggested holding a work meeting to discuss the policy manual prior to final acceptance, allowing the Board to review each section.

The Board agreed they would like additional time to review the manual before approval. A work meeting for the purpose of discussing and making changes to the manual was scheduled for October 30th at 7:00 p.m.

00:34:00

## 00:34:00 BUDGET AND AUDIT UPDATES

Ms. Wellman updated the Board on the ongoing audit. Searle Hart is working on it but has had a few delays since a computer was not available for their use in the office. They have hired another accountant in hopes of getting caught up with audits and she hopes to be able to put it on the agenda for the next monthly meeting.

Ms. Wellman had been tasked with preparing a budget. She has a spreadsheet prepared documenting past expenses and categories. This has allowed her to see trends over a period of time and will be helpful in establishing a budget for future expenditures. Mr. Blundell stated there will be a budget for operating expenses and one for capital expenditures.

00:44:10

## 00:44:10 APPROVAL OF MINUTES: 08/28/2013

**MOTION:** Mr. Clark made a motion to approve the minutes for August 28, 2013. **MOTION SECONDED:** Mr. Blundell seconded. **MOTION PASSED:** 5-0 (Yay: Mr. Klingler, Mr. Blundell, Mr. Clark, Mr. Esplin, and Chairman Howell)

00:44:40

## 00:44:40 PAYMENT OF BILLS

Ms. Wellman stated that the online payment service is working really well. It may be that switching the option for billing will save money. She will have a better idea at year end.

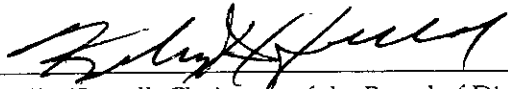
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MOTION: Mr. Blundell made a motion to approve the bills. MOTION SECONDED: Mr. Klingler seconded. MOTION PASSED: 5-0 (Yay: Mr. Klingler, Mr. Blundell, Mr. Clark, Mr. Esplin, and Chairman Howell)

00:53:10

00:53:10 ADJOURNMENT

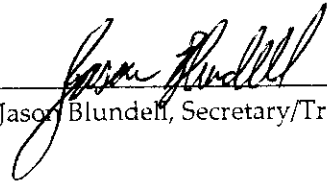
The meeting adjourned at approximately 8:05 p.m.



Kelly Howell, Chairman of the Board of Directors

10-23-2013

Date



Jason Blundell, Secretary/Treasurer

10/23/13

Date