

JUNE 17, 2009
IONA-BONNEVILLE SEWER DISTRICT (IBSD)
REGULAR 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; Susan Ring

IBSD Staff: Cindy Wellman, Manager; Donna Bridges, Field Coordinator; Edie Richmond, Administrative Assistant; Kristi Hunter, Administrative Assistant; Jann Perry, Document Control

Attorney: Tony Sasser, Echohawk Law Office

Public: Janice Pedersen, Richard Pedersen, Roberta Inglet, Clark Inglet, Dale Buttars, Melba Buttars, Brenda Klingler, Zola Olsen, Kay Olsen, J.C. Cole, Charlotte Colvin, Jan Morgan, Tom Louk, Linda McArthur, Dennis McArthur, Robert King, Sven Berg, Randy Richmond, Edie Richmond, Dan Hunting, K.T. Hunting, Milton Bridges, Allen Beazer, Allen Stears, Marvin Robison, Nadine Robison, Kevin Harris, Adrian Beazer, Jerry McNamara, David Klingler, Nathan Klingler, Trudy Klingler, Mark Mikesell, Keeley Mikesell, Bobbi Jockumsen, Bruce Brooks, Rebecca Klingler, Chris Klingler, Heather Mason, JoAnn Hansen, Kerry Hansen, Sally Price, Karen Hansen, Douglas Hansen

Agenda Items:

1. Call for additional agenda items.
2. PUBLIC HEARING – Discussion regarding proposed new office for the Iona Bonneville Sewer District.
3. PUBLIC COMMENT – Comments from the public regarding the proposed new office for the Iona Bonneville Sewer District
4. Potential land acquisition
5. Discussion: Ruben Loza/Sergio Hernandez homes in District
6. Discussion: Additional lot in Henderson Addition
7. Discussion: Sunrise Engineering, GIS mapping quote for re-installation and comments from Bob King of Sunrise Engineering
8. Report to public: Beeches Corner Lawsuit
9. Report to public: Ashwood Acres Lawsuit
10. Report to public: IBSD Reserves - Secretary/Treasurer
11. Report to public: Office Expenses
12. Report of ongoing issues – Donna Bridges
13. Report of ongoing issues and patron comments – Edie Richmond
14. Discussion: Number of sample ballots for election and whether to place in July invoices for patrons.
15. Discussion: State Tax Commission deadline, unclaimed property
16. Announcement: Online training provided by ICRMP for Open Meeting Law updates – 6/30/09 2:00 pm
17. Discussion: Outcome of meeting with Bonneville County to discuss IBSD liens and lien notification letter
18. Request for proposals: Banking and Engineers
19. Scheduling of employee benefits meeting

20. Payment of bills
21. Approval of minutes: 3/18/09, 4/9/09, 5/7/09, 5/20/09
22. Adjournment

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

00:00:00 **PUBLIC HEARING – PROPOSED NEW OFFICE FOR THE IBSD**

The purpose of the public hearing is to get patron input on the proposed office building. A feasibility review suggests getting a permanent building would be more economical in the long term. Mr. Clark has found a couple parcels within the district; his preferred lot is located in Ammon-Lincoln Industrial Park near Falls Water.

00:05:25

00:05:25 **PUBLIC COMMENTS REGARDING PROPOSED NEW OFFICE FOR IBSD**

Mr. Murray asked if feasibility calculations had been done to determine the long term payout. Mr. Blundell looked at this from an accounting point of view depreciating the building over a period of 40-years. The IBSD has funds to pay for a building so no funds will need to be borrowed. If the monies paid to the previous management are considered, the savings in a year will cover the cost of the building in a year.

The new building would not create an increase in the monthly service fee. The only reason the fees would increase is if the processing fees from the City of Idaho Falls increased.

General comments were favorable towards the proposed new building as well as the Ammon-Lincoln Industrial Park location. The Board is going to consider this location as well as any other available developed parcels and invited patrons to present locations for consideration.

A show of hands of patrons for and against the new building was unanimous in favor of a new office building. Mr. Clark asked for a show of hands for all in favor of building in Ammon-Lincoln Park; show of hands was unanimous in favor of this location.

MOTION: Mr. Clark made a motion to purchase a lot in Ammon-Lincoln Park for the purpose of building the IBSD office building. **MOTION SECONDED:** Mr. Klingler seconded. **MOTION PASSED:** (Yay: Mr. Klingler, Mr. Blundell, Mr. Clark; Nay: Ms. Ring; Chairman Price abstains)

00:53:30

00:53:30 **POTENTIAL LAND ACQUISITION**

Item discuss in previous agenda item.

00:53:40

00:53:40 **DISCUSSION: RUBEN LOZA/SERGIO HERNANDEZ HOMES IN DISTRICT
DISCUSSION: ADDITIONAL LOT IN HENDERSON ADDITION**

Discussion items 5 and 6 tabled for future meeting.

00:53:50

00:55:30 **SUNRISE ENGINEERING, GIS MAPPING QUOTE FOR RE-INSTALLATION
AND COMMENTS FROM BOB KING OF SUNRISE ENGINEERING**

Bob King, with Sunrise Engineering, has installed a GIS Mapping system previously for the previous management. GIS (Geographic Information Systems) allows for a query of parcel data, City and County information. He stated that the mapping system which included sewer system information and linking to accounting software had been installed in 2006 on the server. He reinstalled the software recently but the data information has not been located.

Mr. King has searched the IBSD system in depth for the data files. His recent search for mapping data indicated the path was linked to an external drive, not the server, as originally installed. Backup copies of system files, as of 8/28/2008, indicate the GIS information was not on the server at that time.

Mr. Sasser has made demand of this information to be returned through McCarty Management and Mike Lund's attorneys. If the data has to be rebuilt, the cost would be \$10,000-\$12,000.
01:09:45

01:09:45 **REPORT TO PUBLIC: BEECHES CORNER LAWSUIT**

Kevin Harris, Forsgren Engineering, presented his report on the sewer line at Beeches Corner. He participated in a study, initiated jointly by Bonneville County and IBSD, of the line to determine the extent of damage due to the RV Dump connection. The lawsuit stated that the high concentrate sewage from the RV Dump had caused damage.

Forsgren's assessment determined the pipe was in good condition for a concrete line roughly 35 years old. The flow from the RV Dump may have helped the flow in the main line. He also noted that there was no indication that the chemicals used in RV's caused damage and perhaps may have helped prevent septic conditions.

Roger Christensen, Bonneville County Commissioner, commented on the agreement between IBSD and Bonneville County to reopen the Beeches Corner RV Dump. Bonneville County will flush the line monthly while the dump is open as a community benefit.

A copy of the agreement between IBSD and Bonneville County is available upon request.
01:28:40

01:28:40 **REPORT TO PUBLIC: ASHWOOD ACRES LAWSUIT**

Kevin Harris, Forsgren Engineering, gave a brief history of Ashwood Acres; the developer installed the lines several years ago but ownership had not been turned over to IBSD due to problems with the lines being out of compliance. Forsgren looked at the lines and determined, along with the City of Idaho Falls, that although the lines weren't perfect, if a couple areas were repaired, they would accept the lines for maintenance.

01:34:45

01:34:45 **REPORT TO PUBLIC: IBSD RESERVES - SECRETARY/TREASURER
REPORT TO PUBLIC: OFFICE EXPENSES**

Mr. Klingler addressed these items early during the public hearing portion of meeting.
01:35:00

01:43:10 **REPORT OF ONGOING ISSUES – DONNA BRIDGES**

Ms. Bridges, IBSD Field Coordinator, stated she is working on developing relationships with developers, builders and engineers in the district so that anyone wanting to work within the district is better informed as to what IBSD requirements are.

The ongoing issues that the staff continues to deal with are incorrect patron information in the database and files being in disarray. The staff is also looking at the fees that were charge previously for connections. Refunds for permitted vacant lots that billed monthly service fees are now allowed.

The staff continues to update and correct the database, files and records. Jann Perry has been invaluable in getting files and documents organized as recognized by the Board and Manager.

David Klingler asked if there was a way to recover costs from the previous management since this should have been an ongoing operation. Mr. Sasser recommending not pursuing this legally since the time and cost would be greater than what is recovered.

Ms. Ring stated that she believes the problems encountered are due to a poor transition from the previous management.

01:58:30

01:35:00 **REPORT OF ONGOING ISSUES AND PATRON COMMENTS – EDIE
RICHMOND**

Ms. Richmond, Administrative Assistant, stated that customer service has improved due to availability of office staff during regular business hours and monthly invoices. Posting of payments and banking deposits are made daily. A welcome letter is sent to all new patrons in an effort to make positive contact and provide information. Accounts are monitored more closely and the database is more accurate and cleaner than when we started six months earlier.

She continued that our working relationship with title companies has improved so that accounts are settled with the sale of a home. The effort to clean up incorrect addresses continues but great strides have been made.

01:43:10

01:58:30 **DISCUSSION: NUMBER OF SAMPLE BALLOTS FOR ELECTION AND
WHETHER TO PLACE IN JULY INVOICES FOR PATRONS.**

The Board discussed the legal issues and requirement for publishing the sample ballot for the recall election. Two legal notices are required to be published in the paper.

MOTION: Mr. Klingler made a motion to include the sample ballot in the next billing. **MOTION SECONDED:** Mr. Clark seconded. **MOTION PASSED:** (Yay: Mr. Klingler, Mr. Blundell, Mr. Clark, Ms. Ring; Chairman Price abstains)
02:07:30

02:07:30 **DISCUSSION: STATE TAX COMMISSION DEADLINE, UNCLAIMED PROPERTY**

Ms. Wellman has discovered that there is an unclaimed property in IBSD's name. She has the forms and is asking for permission to pursue the claim.

MOTION: Mr. Klingler made a motion to allow Ms. Wellman to make a claim with the state for IBSD's property. **MOTION SECONDED:** Mr. Clark seconded. **MOTION PASSED:** (Yay: Mr. Klingler, Mr. Blundell, Mr. Clark, Ms. Ring; Chairman Price abstains)
02:09:20

02:09:20 **ANNOUNCEMENT: ONLINE TRAINING PROVIDED BY ICRMP FOR OPEN MEETING LAW UPDATES – 6/30/09 2:00 PM**

ICRMP is providing free online training for Open Meeting Law updates. The training is June 30th at 2:00 p.m. online and is recommended for all staff and Board members. Mr. Sasser suggested that a reduction in insurance premiums may be available if the training is attended.
02:11:20

02:11:20 **DISCUSSION: OUTCOME OF MEETING WITH BONNEVILLE COUNTY TO DISCUSS IBSD LIENS AND LIEN NOTIFICATION LETTER**

The district has an option to file liens on property taxes for delinquent balance. Previously Bonneville County collected these amounts with taxes and issued IBSD the warrant check but there was not a way to match up the amounts in our database. A program is being written that will take care of this issue and allow for better accounting.

The next step is to send a letter to delinquent account owners notifying them the last date to pay before liens are certified is July 17th.

MOTION: Mr. Blundell made a motion to send out the lien notification letter. **MOTION SECONDED:** Mr. Clark seconded. **MOTION PASSED:** (Yay: Mr. Klingler, Mr. Blundell, Mr. Clark, Ms. Ring; Chairman Price abstains)
02:21:50

02:21:50 **REQUEST FOR PROPOSALS: BANKING AND ENGINEERS**

Ms. Bridges prepared a draft RFP for engineering services. The board discusses preparing a proposal for banking services. Mr. Sasser will review statutes and assist in getting the request for proposals prepared.
02:27:00

02:27:00

SCHEDULING OF EMPLOYEE BENEFITS MEETING

The board would like to meet with the staff and put together a benefits package.

Payment to board members for attending meetings had been reduced several months previously. Several of the attending patrons suggested reinstating the payment.

MOTION: Mr. Blundell made a motion to reinstate the payment per meeting to the statutory amount of \$100.00 per meeting starting after tonight. **MOTION SECONDED:** Mr. Klingler seconded. **MOTION PASSED:** (Yay: Mr. Klingler, Mr. Blundell, Mr. Clark, Ms. Ring; Chairman Price abstains)

The employee benefits' meeting is scheduled for July 2nd at 5:30 p.m.

02:40:50

02:40:50

PAYMENT OF BILLS

MOTION: Mr. Klingler made a motion to hold off on paying McCarty Management, Mike Lund and Benton Engineering bills until bills are received stating full and final bill. **MOTION SECONDED:** Mr. Clark seconded. **MOTION PASSED:** (Yay: Mr. Klingler, Mr. Blundell, Mr. Clark; Nay: Ms. Ring; Chairman Price abstains)

MOTION: Mr. Clark made a motion to replenish the office expense account for \$656.43 and pay the bills as presented. **MOTION SECONDED:** Mr. Blundell seconded. **MOTION PASSED:** (Yay: Mr. Klingler, Mr. Blundell, Mr. Clark; Nay: Ms. Ring; Chairman Price abstains)

02:54:30

02:54:30

APPROVAL OF MINUTES: 3/18/09, 4/9/09, 5/7/09, 5/20/09

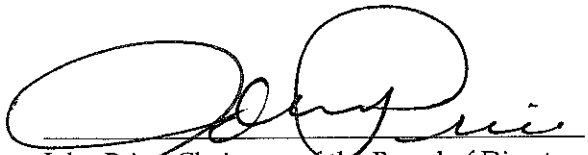
MOTION: Mr. Klingler made a motion to postpone approving the minutes until the next meeting to allow more time for review. **MOTION SECONDED:** Mr. Clark seconded. **MOTION PASSED:** (Yay: Mr. Klingler, Mr. Blundell, Mr. Clark; Ms. Ring; Chairman Price abstains)

02:55:40

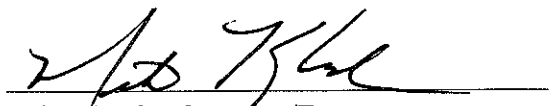
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ADJOURNMENT

The meeting Adjourned at 10:00 p.m.


John Price, Chairman of the Board of Directors

12-11-09
Date


Mike Klingler, Secretary/Treasurer

12/4/09
Date