

# OFFICIAL IBSD MINUTES

SEPTEMBER 16, 2009  
IONA-BONNEVILLE SEWER DISTRICT (IBSD)  
REGULAR BOARD MEETING

Meeting called to order by Chairman John Price at: 7:05 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:** Allen Beazer, patron; Brenda Klingler, patron; Sally Price, patron; Greg Hanson, Rockwell Development; Newell Goldsberry, Sundberg and Ass.; Dan Hunting, patron

## Agenda Items:

1. Paul Decker – IBSD 4798 Additional discussion and possible decision regarding temporary disconnects.
2. Architect presentation on building and site plans. Decision to move forward on bid package as presented or possible changes.
3. Discussion and possible decision regarding Plat Checking Fees.
4. Discussion and possible decision regarding commercial connection fees.
5. Discussion and possible decision regarding commercial monthly fees and notification letter.
6. Update: Seal coat paving on Free Ave.
7. Review: Status of District survey
8. Status: Beeches Corner and Ashwood Acres – Claims
9. Payment of bills
10. Approval of Minutes– 6/3/2009, 7/15/2009, 7/21/2009, 7/30/2009, 8/19/2009, 9/2/2009
11. Adjournment

## Meeting minutes:

### 01:07:40 TEMPORARY DISCONNECTS

A form and procedures have been put in place allowing temporary disconnects with a water disconnect. Mr. Paul Decker would like to have service disconnected for a vacant office on a shared water meter. He has offered to lock the water valve and allow inspections.

The board discussed the policy and concurred that this is for long-term situations and should only be allowed for patrons who have water service from a company that can verify the water disconnection. A minimum length of service disconnect and disconnect/reconnect service charge were suggested and discussed.

**MOTION:** Mr. Blundell made a motion to allow sewer disconnects for patrons who have disconnected water service with a disconnect fee of \$75.00 and a reconnect fee of \$75 with verifiable information from a water company. **MOTION SECOND:** Mr. Klingler seconded. **MOTION PASSED:** Yay: Mr. Blundell; Mr. Klingler; Mr. Clark; Mr. Howell (Chairman Price abstains).

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Mr. Decker's request is declined. Patrons who have requested disconnects prior to motion will not be charged.

01:27:30

## 00:00:45 BUILDING AND SITE PLANS

Mr. Goldsberry presented a conceptual plan for the new building. The current bidding climate is lower than previous years. He believes IBSD falls under a Publics Work project requiring certain bidding requirements; Ms. McGovern confirmed this is the case. The bidding process should be about 30 days and requires plans and specifications to be provided to contractors. The Board inquired how the specifications and how the project should be bid, inclusive with equipment or separately. They would like the specification to be as detailed as possible especially for essential items like audio/video and furnaces.

The current floor plan is acceptable but several Board members would like improvements on the appearance of the building as well as changes to the roofline and entrance.

The preliminary site plan was reviewed. An option for a future shop is desired so the building will be located so there is room in the back with landscape strips in the front.

00:53:50

## 01:27:35 PLAT CHECKING FEES

Currently the District is charging \$210 plus \$10.50 per lot for checking plans. It has been discovered that DEQ reviews plans at no cost to the District so a discussion as to whether the fees should be charged was held. Plan review is allowed by a Qualified Licensed Professional Engineer and according to DEQ, Idaho has only two QLPE's that review plans; Mr. Lund was one of the two and is no longer performing engineering work for IBSD.

**MOTION:** Mr. Klingler made a motion based on the fact that DEQ will review plans for free that IBSD will have DEQ do the review and no longer charge a plat checking fee. **MOTION SECOND:** Mr. Clark seconded. **MOTION PASSED:** Yay: Mr. Blundell; Mr. Klingler; Mr. Clark; Mr. Howell (Chairman Price abstains).

01:30:55

## 01:30:55 COMMERCIAL CONNECTION FEES

Ms. Bridges presented rates currently charged by the City of Idaho Falls as previously requested by the Board. Currently, Idaho Falls charges \$1,034.00 plus \$34 per fixture in excess of four (4) for business.

The IBSD has been charging a base rate plus \$200 per fixture in excess of six (6). According to records the charge was \$20 per fixture in March, 2005.

**MOTION:** Mr. Clark made a motion to charge a base rate of \$1,850.00 plus \$20 per fixture in excess of six (6) for commercial, schools and business permits; base rate plus \$200 for apartment units over one (1); base rate plus \$60 per room. **MOTION SECOND:** Mr. Klingler seconded. **MOTION PASSED:** Yay: Mr. Blundell; Mr. Klingler; Mr. Clark; Mr. Howell (Chairman Price abstains).

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The Board requested the staff to continue researching when the policy changed by motion of the Board from \$20 per fixture to \$200 per fixture. If the policy change cannot be verified then refunds to patrons who were potentially overcharged will be considered.

01:46:50

## 01:47:05        **COMMERCIAL MONTHLY FEES**

Ms. Bridges presented a sheet to be used to estimate ERU's used by commercial businesses along with a letter to be use to notify commercial customers of the calculation change. The Board discussed the calculations but requested additional information including a comparison of current and proposed charges.

01:55:55

## 01:56:00        **SEAL COAT PAVING ON FREE AVENUE**

A contract has been entered with TMC Contractors to have seal coat paving done on Free Avenue. Zech Prouse, with City of Iona, is coordinating this work with TMC. Another developer is required to seal coat an additional section on Free Ave.; if this happens we may be able to get a better fee but the developer is not responding to requests at this time.

01:57:00

## **DISTRICT SURVEY**

Item not discussed.

## 00:53:54        **BEECHES CORNER AND ASHWOOD ACRES CLAIMS**

There is a complaint that Bonneville County is going to file for engineering work done for Beeches Corner. There may also be a complaint for engineering work done for Ashwood Acres. Echohawk Law Office is continuing pursuing this. It may be possible that the homeowners in Ashwood Acres can join the complaint if there is one and if they choose to do so.

Dan Hunting, homeowner in Ashwood Acres, asked about the possibility of reimbursement for legal fees paid by the homeowners in getting sewer problems solved. Ms. McGovern stated there is not a relationship between the Board and homeowners that would justify reimbursement and any action should be towards individuals that directly caused the problems.

01:07:20

## 2:21:50        **PAYMENT OF BILLS**

Ms. Wellman presented the bills for payment. She also discovered IBSD unclaimed property and received a check for \$981.92. The source of the unclaimed money has not been identified.

The Board discussed the bills and payments.

Mr. Beazer reported seeing water rising out of a manhole on the intersection of Upland and Ammon Road. The staff will notify the City of Idaho Falls and follow up. Chairman Price mentioned that the problem of infiltration will need to be reviewed.

**MOTION:** Mr. Clark made a motion to pay bills. **MOTION SECOND:** Mr. Klingler seconded.

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

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02:12:40

02:22:30      **NEW AGENDA ITEM: CONTRACT ACCOUNTANT**

**MOTION:** Mr. Blundell made motion to modify and add an agenda item to discuss and potentially make a decision regarding contracting an accountant to get General Ledger up and running. **MOTION SECOND:** Mr. Klingler seconded. **MOTION PASSED:** Yay: Mr. Blundell; Mr. Klingler; Mr. Clark; Mr. Howell (Chairman Price abstains)

**MOTION:** Mr. Blundell made motion to contract Ferrell Steiner to set up accounting system, get General Ledger up and help with reports. **MOTION SECOND:** Mr. Klingler seconded. **MOTION PASSED:** Yay: Mr. Blundell; Mr. Klingler; Mr. Clark; Mr. Howell (Chairman Price abstains).

02:23:10

02:23:10      **APPROVAL OF MINUTES**  
6/3/2009, 7/15/2009, 7/21/2009, 7/30/2009, 8/19/2009, 9/2/2009

The Board decided to review and approve the minutes separately for each date.

**MOTION:** Mr. Klingler made motion to approve June 3, 2009 meeting minutes as written. **MOTION SECOND:** Mr. Clark seconded. **MOTION PASSED:** Yay: Mr. Blundell; Mr. Klingler; Mr. Clark; Mr. Howell (Chairman Price abstains).

Mr. Klingler stated there were several errors in the July 7<sup>th</sup> minutes, previously approved. He also stated the remaining sets were long and there were several instances of misreporting in the minutes. He suggested capturing what is required by law; who is in attendance, the motions and voting. He also likes including the agenda items and recording stop/start time from recording index.

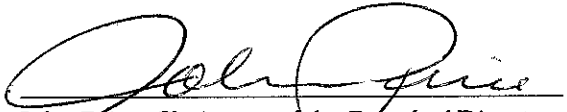
02:40:00

**MOTION:** Mr. Klingler made motion to redraft the remaining minutes beyond June 3<sup>rd</sup> (listed above) in a new format that included what is required by statute and indexing the recording times. **MOTION SECOND:** Mr. Clark seconded. **MOTION PASSED:** Yay: Mr. Blundell; Mr. Klingler; Mr. Clark; Mr. Howell (Chairman Price abstains).

02:41:00

02:41:00      **ADJOURNMENT**

Chairman Price adjourned meeting at 9:41 p.m.

  
John Price, Chairman of the Board of Directors

11-11-09  
Date

  
Mike Klingler, Secretary/Treasurer

11-11-09  
Date