

# OFFICIAL IBSD MINUTES

MAY 25, 2016  
IONA-BONNEVILLE SEWER DISTRICT (IBSD)  
MONTHLY BOARD MEETING

Meeting called to order by Chairman Jason Blundell at: 7:00 p.m.

**Board Members Present:** Jason Blundell (Chairman); Robert Esplin; Matt Porter; Stephanie Bird (absent); Brady Belliston

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

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

**Public:** Dave Noel, Forsgren & Associates; Kevin Harris, Forsgren & Associates; Blake Jolley, Connect Engineering; Leith Sheets, Horrocks Engineering; Scott Woolstenhulme, Bonneville School District #93

**Agenda Items:**

1. School District #93 High School, update
2. Bridgewater #5 and #6 new subdivision: Connect Engineering
3. Snowcrest new subdivision: Horrocks Engineering
4. Lincoln main, update: Forsgren Associates
5. Inspection fees implementation
6. Manhole ring repairs
7. Approval of minutes: 04/25/2016
8. Payment of bills

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

00:00:00      **SCHOOL DISTRICT #93 HIGH SCHOOL, UPDATE**

Dave Noel, Forsgren & Associates, has been reviewing the estimated flow data for the proposed high school. The existing peak flow into the lift station is currently 55 gallons per minute. The school will double the flow into the lift station. The system curve for the existing pumps shows that the pumps are not adequate for the existing hydraulic condition. The City of Idaho Falls has confirmed that this lift station requires extra maintenance. He is recommending that the pumps be replaced with higher capacity pumps since the pumps are wearing out much faster than expected. The wet well is sized adequately.

Mr. Noel stated the upgrading of the lifts station will include two new pumps with starters. The piping in the wet well is adequate. It was also suggested that an emergency generator be installed as part of the upgrade.

There are portions of the sewer main that are known to be at full capacity on Dixie St. and Crimson Dr. Mr. Noel is recommending that the force main be diverted from flowing in the Dixie St. main. He believes the best way to reduce the flow is to construct a new force main that connects with the main on First St. and Farnsworth Dr.

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Mr. Belliston asked who would be required to pay for the upgrades since this is for the benefit of the new school. Mr. Noel stated that traditionally the developer is responsible for the upgrades required for their project but are not required to upgrade beyond their need.

The school will be starting construction this summer but do not plan to open until Fall 2017. The pumps should be upgraded prior to the opening. Mr. Sasser is working on the Development Agreement and the suggested improvement will be included as a requirement.

Mr. Esplin does not want to wait too long to replace pumps. The pump repairs can be costly and he does not want to repair a pump that will eventually be replaced.

00:43:50

00:43:50           **BRIDGEWATER #5 AND #6 NEW SUBDIVISION: CONNECT ENGINEERING**

Mr. Blake Jolley, Connect Engineering, is working on two new subdivisions for Bridgewater subdivision. Division No. 5 is just a six lot extension of one of the streets with a cul-de-sac. The plans for Bridgewater No. 5 have been submitted, reviewed and approved by the Engineer. Division No. 6 is just in the preliminary phase and he is presenting the plat. He is requesting Board approval for Division No. 5 and conditional approval for Division No. 6.

**MOTION:** Mr. Porter made a motion to approve Bridgewater No. 5 and conditionally approve Bridgewater No. 6 based on review and approval of the IBSD Engineer. **MOTION SECONDED:** Mr. Belliston seconded. **MOTION PASSED:** 4-0 (Yay: Mr. Blundell, Mr. Esplin, Mr. Porter, and Mr. Belliston)

00:49:20

00:49:20           **SNOWCREST NEW SUBDIVISION: HORRACKS ENGINEERING**

Mr. Leith Sheets, Horrocks Engineering, presented a preliminary plan for the proposed Wolf Creek subdivision. This project will be constructed in the area southeast of Ammon Rd. and Telford Rd. Mr. Sheets stated he is working on the first division of several that will be developed towards the east of the area. The connection will be made to the main on Ammon Rd.

Mr. Harris stated that the owners of the property northeast of this area are looking at extending the sewer main to the east on Telford Rd. It may be an option to connect the future subdivisions to this line if it is constructed.

Mr. Sheets is requesting a conditional approval so he can get a Will Serve letter to get the plat records.

**MOTION:** Mr. Belliston made a motion to approve the Wolf Creek Division No. 1 conditionally based on review and approval of plans by the IBSD engineer. **MOTION SECONDED:** Mr. Porter seconded. **MOTION PASSED:** 4-0 (Yay: Mr. Blundell, Mr. Esplin, Mr. Porter, and Mr. Belliston)

01:02:00

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01:02:00            **LINCOLN MAIN, UPDATE: FORSGREN ASSOCIATES**

Mr. Harris stated that the plans for the Lincoln Main sewer replacement have been finalized and submitted to the City of Idaho Falls and Bonneville County for review.

Mr. Harris stated he has not heard anything new regarding plans for First St. but he expects that this will happen and perhaps shift priorities of projects for the County. He will keep the Board updated as he finds out more about proposed County projects and the status of Lincoln Road.

01:05:15

01:05:15            **INSPECTION FEES IMPLEMENTATION**

Ms. Wellman stated that since the City of Idaho Falls is charging for inspections and additional services there has been discussions as to how to pass the charges along to developers. Currently there is a deposit of \$1.00 per linear foot of the extension for a final video inspection. Ms. Bridges is proposing this deposit be increased to \$2.00 per linear foot to cover inspection fees. There is a system in place to keep track of the invoices and charges from Idaho Falls. If it is found that this deposit is not covering the actual cost then the charge will be reevaluated in the future.

**MOTION:** Mr. Porter made a motion to increase the deposit for new subdivisions to \$2.00 per linear foot of proposed sewer main. **MOTION SECONDED:** Mr. Esplin seconded. **MOTION PASSED:** 4-0 (Yay: Mr. Blundell, Mr. Esplin, Mr. Porter and Mr. Belliston)

01:07:20

01:07:20            **MANHOLE RING REPAIRS**

The City of Ammon is getting ready to sealcoat roads that are part of the District area in Ammon. They have provided a list of the manholes that are affected by this project. Ms. Bridges received a rough estimate of \$50.00 per manhole to make minor repairs such as grouting and setting at grade.

The Board discussed how to proceed with the project since there are over 40 manholes and it may be that certain manholes may require more than a minor repair. Ms. Bridges will monitor the project with instructions that if any manhole is more than the estimate the contractor will get approval.

**MOTION:** Mr. Esplin made a motion to approve the repair of manhole rings with the Ms. Bridges monitoring the project. **MOTION SECONDED:** Mr. Porter seconded. **MOTION PASSED:** 4-0 (Yay: Mr. Blundell, Mr. Esplin, Mr. Porter, and Mr. Belliston)

01:15:15

01:15:15            **APPROVAL OF MINUTES: 04/25/2016**

Mr. Esplin stated there were a couple items in the minutes that could have been worded better.

**MOTION:** Mr. Porter made a motion to approve the minutes with non-substantive changes suggested by Mr. Esplin. **MOTION SECONDED:** Mr. Esplin seconded. **MOTION PASSED:** 3-0 (Yay: Mr. Blundell, Mr. Esplin, Mr. Porter; Abstain: Mr. Belliston)

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01:17:00

01:17:00           **PAYMENT OF BILLS**

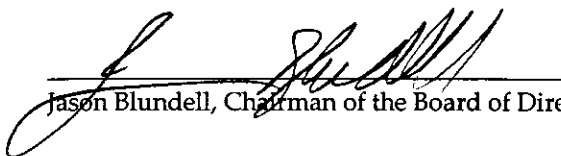
**MOTION:** Mr. Porter made a motion to pay the bills as presented. **MOTION SECONDED:** Mr. Belliston seconded. **MOTION PASSED:** 4-0 (Yay: Mr. Blundell, Mr. Esplin, Mr. Porter, and Mr. Belliston)

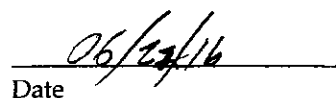
Mr. Porter requested that he would like to see the inspection fees separated. Ms. Wellman will make sure this is done for the next meeting.

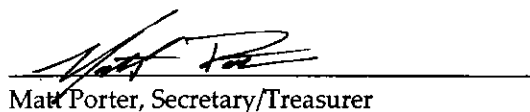
01:18:00

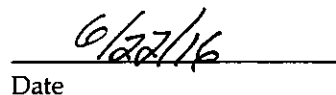
01:18:00           **ADJOURNMENT**

The meeting adjourned at 8:25 p.m.

  
\_\_\_\_\_  
Jason Blundell, Chairman of the Board of Directors

  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Matt Porter, Secretary/Treasurer

  
\_\_\_\_\_  
Date

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## IONA BONNEVILLE SEWER DISTRICT

### Monthly Expenses - May 25, 2016

Advantage Emp. Solutions	Payroll, Employee, Board	\$	10,032.50
AFLAC	Insurance	\$	116.35
Bank of Commerce	Replenish Office Account	\$	222.24
BK Professional Services	Lawn Maintenance	\$	160.00
Blue Skies	Water	\$	15.00
Buff N Shine Building Maint.	Office Cleaning	\$	165.00
Cable One	Internet/Phone	\$	350.87
Caselle	Software Support	\$	598.67
Chase Paymentech	Merchant Processing Fees	\$	721.40
City of Ammon	Sewage Treatment and Inspections	\$	4,416.00
City of Idaho Falls	Sewage Treatment/Maintenance/Inspections	\$	57,446.40
Costco	Office Supplies	\$	10.24
Forsgren Associates	Engineering	\$	3,950.00
Healthsmart Benefit	NCPERS - PERSI Ins	\$	32.00
Intermountain Gas	Office Utility - Gas	\$	15.86
K.Foster Construction	Installation / Projector Screen	\$	1,500.00
Public Retirement System	PERSI	\$	2,566.79
Rocky Mountain Power	Utility - Lifts, Meters, Office,	\$	623.53
Sasser Law Office	Legal	\$	1,543.50
State Insurance Fund	Workers Compensation	\$	134.00
United Mailing Direct	Monthly Statements	\$	2,360.19
Utility Billing - Refunds	Refunds to patrons	\$	296.50
Xpress Bill Pay	Online Banking	\$	1,233.58
	Total	\$	88,510.62