

NOTICE IS GIVEN that the Board of Directors of the Iona Bonneville Sewer District shall hold a **Special Meeting October 13, 2008 at 4:00 pm at the City of Iona building, 3548 N Main St, Iona, ID 83427**

**Meeting Location:
City of Iona Building
3548 N Main Street, Iona, ID. 83427**

AGENDA

1. Relocation of IBSD office and associated items.
2. Engineer to review Ashwood Acres.
3. IBSD Personnel
4. Executive Session per Idaho Code 67-2345,a,b,c,f
5. Return to General Session
6. Adjournment

Adjournment. "In as much as there have been no other requests for additional items to be included for discussion and proper notice given, the meeting will then be adjourned. Next monthly meeting date: October 8, 2008.

Per Idaho Code for Open Meetings – all IBSD meetings of the board are Open to the Public. Executive Sessions are not open however will be posted. Any persons wishing to place an item of discussion on the agenda are requested to submit such request to the IBSD Office no later than the Friday prior to the meeting. Unless the request is of an urgent matter, if received after the Friday prior deadline, it will be placed on the following month agenda.

**IONA-BONNEVILLE SEWER DISTRICT
MINUTES OF DIRECTORS
October 13, 2008
4:00 p.m.**

A special meeting of the Board of Directors of the Iona-Bonneville Sewer District ("District"), a political subdivision of the State of Idaho, was held at the Iona City Building, 3548 N. Main Street, Iona, Bonneville County, Idaho, on October 13, 2008, at 4:00 p.m. Notice was given to all directors and notice was posted of the meeting to be held on such date with the agenda thereon.

RESIGNATION OF SCOTT CRIDDLE AS CHAIRMAN

At the beginning of the meeting Scott Criddle tendered his written resignation as Chairman of the board.

CALL TO ORDER

The meeting was therefore called to order by Glen Clark after discussion by the board as to who would act in Scotts stead as acting chairman for this meeting.

ROLL CALL

The following were present:

DIRECTORS:

John Price
Scott Criddle
Susan Ring
Mike Klingler
Glen Clark

ALSO PRESENT:

PUBLIC ATTENDEE:

Patrons of the District

ELECTION OF NEW CHAIRMAN

A call was made for nominations of a new chairman. Mike Klingler moved and Glen Clark seconded John Price as chairman, with board members voting as follows: Susan Ring – Nay, Scott Criddle – abstained, Glen Clark – Aye, Mike Klingler – Aye and John Price – did not vote.

RELOCATION OF IBSD OFFICE AND RELATED ITEMS

Cherese McLain of EchoHawk Law Offices and Bob Dunkley of Dunkley Properties have resolved issues with the building lease agreement and have provided us with copies. The lease agreement now needs to be signed, by a representative of the board and by Mr. Dunkley. John Price will take care of this since he was tasked by the board with pursuing a new facility.

New desks (2), chairs (4) and filing cabinets (3), have been procured and setup in the new office facility. Blinds have been hung, the Locks have been changed and documents have been moved to the new facility. The documents are still in boxes and will need to be sorted and filed.

Phone Lines and High Speed internet service have been requested through Quest and are scheduled for installation tomorrow, Oct. 14 between 8a.m. and 12p.m. The new numbers will be 524-4545 (Line 1), 524-4463 (Line 2), and 524-4646 (Fax). Qwest will provide the internet router.

Three bids were requested and two received for a new Phone System. Business Phone Specialists was selected for best price and for their ability to meet our installation schedule. Business Phone Specialist will install the new phone system tomorrow morning.

The computers were removed from Benton Engineering's offices on Friday evening, October 10, 2008, and currently being held by the Idaho Falls Police department at the Idaho Falls records storage facility, Dane Watkins, Bonneville County Prosecuting Attorney's Office has responsibility for them pending re-mirroring of the drives by the Idaho State Attorney Generals Office investigators on Tuesday or Wednesday morning. The computers will be turned over to us after this is completed.

The need for a copy machine was discussed and clearance was given to Mike Klingler to arrange for and procure a refurbished copier utilizing part of the \$20,000 approved for Office Furnishings at our last meeting since it looks like we will come in well under this amount on other office furnishings. The cost of the copier will be \$3200 through Yost Office Systems. The system copies, faxes, scans, and prints

from the network, it also duplexes and staples. The copier copies at 25 pages per minute. It is a refurbished unit, approximately 2 year old, with approximately 90,000 copies on it to date. Total life expectancy on this machine is 600,000 copies.

John Price is building a reception desk and a Board of Directors table for little or no cost to the district, utilizing his own materials. There may be a small charge for some of the materials if he doesn't have enough on hand.

We still need to procure a managers desk, chairs for patrons at our board meetings, additional office chairs, filing cabinets and a few other misc. items.

Approval was given to John Price to have a dead bolt added to the back door, for greater security of the facility.

ASHWOOD ACRES ENGINEER

The Board reviewed Engineering Proposals from Rocky Mountain Engineering, Jorgensen Associates, and Forsgren Associates, Inc.

Dave Noel of Forsgen presented their proposal. No representatives were here from the other Engineering firms.

NEW IBSD STAFF

The Board discussed posting requirement for hiring of permanent office staff. The Board then discussed the option of hiring temporary staff while the process is completed of preparing job descriptions, posting of positions in the news paper for the required period of time, etc prior to hiring permanent staff. There was also brief discussion of the possibility of contracting our management out for bid.

EXECUTIVE SESSION

Upon motion and roll call vote, the Board unanimously agreed to go into Executive Session pursuant to Idaho Code 67-2345,a,b,c and f. The Board completed its executive session at 6:58 p.m. and upon motion by the Board returned to public session.

FOLLOWING EXECUTIVE SESSION

Upon return to public session, and following interviews, during Executive Session by the Board of several individuals interested in temporary positions, and review of additional resumes received; Scott Criddle moved and Glen Clark seconded a

motion to hire Jamie Shively for many reasons including her previous experience with the district and apparent knowledge of IBSD systems, and Cindy Wellman for reasons including her stated computer and management skills. Following brief discussion, a unanimous vote was taken. Jamie and Cindy will be hired as temporary staff, at a rate of \$15 per hour with no additional benefits until decisions are reached by the board for the hiring of permanent staff.

Mike Klingler moved and Scott Criddle seconded to allow John Price to contact and retain services of an accounting firm to take care of our Payroll on a temporary basis, pending Board selection of a more permanent accounting contract. A cap was placed at \$500 per month for this service. The vote of the Board was unanimous.

Following review of proposals by Rocky Mountain Engineering, Jorgenson Associates and Forsgren Associates by the Board, Glen Clark moved and Mike Klingler seconded the motion to hire Foresgren Associates for work related to identifying necessary work to repair the Ashwood Acres sewer system. Forsgren was selected for several reasons including the thoroughness of their presentation, their close proximity to us, and for their strong expertise in this area of work. The vote of the Board was unanimous.

The board moved to hold a special meeting on Monday, October 20 to meet with Forsgren Associates and discuss work to be done and to work out contractual arrangements.

Susan moved that the board approve payment to McCarty management for the items under office supplies, etc. but that motion failed for a second. The Board then discussed and agreed to send McCarty Managements bill to EchoHawk Law office for review, counsel and negotiation with McCarty Management on items of concern. If things can be worked out prior to this meeting, the board will address payment of this bill at the October 20 meeting.

ADJOURNMENT

The meeting was adjourned at approximately 7:50 p.m.

Susan Ring

Susan Ring, Secretary

John Price

John Price, Chairman