

# OFFICIAL IBSD MINUTES

OCTOBER 30, 2013  
IONA-BONNEVILLE SEWER DISTRICT (IBSD)  
SPECIAL BOARD MEETING

Meeting called to order by Chairman Kelly Howell at: 7:00 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:** Kevin Harris, Forsgren & Associates

**Agenda Items:**

1. Policy Manual: Review
2. Wildwood force main: Update
3. Payment of bills
4. Adjournment

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

00:15:20           **POLICY MANUAL: REVIEW**

The staff has prepared a draft of a policy manual using previous drafts and board motions. The board has had the manual for review. Each section was discussed making comments and suggesting changes. The policy follows Idaho Statutes with specifics on office operations and procedures.

Ms. Bridges will make the suggested changes and present again for final review at a future meeting.

02:23:00

00:00:00           **WILDWOOD FORCE MAIN: UPDATE**

Mr. Kevin Harris has turned in the request for canal crossing to Progressive Irrigation. The Railroad crossing application is ready to be submitted. He has information for carrier pipes; pipes that allow additional utility lines. This will require a modification to the agreement with the irrigation company. They charge an additional \$600.00 for the modification. The casing size will increase from 12-inches to 16-inches. The cost will be an additional \$50.00 per foot or approximately \$5,500.00 with the total of additional charges to recoup expenses being about \$8,000.00.

The Board discussed the expense and potential liability to involve another utility by allowing them to share the bore and decided they did not want to pursue this option. Mr. Harris will

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continue with the application and approval process for the canal and railroad crossing. This will be for a 12-inch bore with a 6-inch carrier pipe.

00:14:45

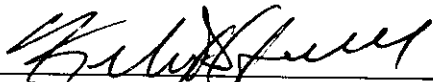
00:14:45            **PAYMENT OF BILLS**

**MOTION:** Mr. Blundell made a motion to pay the City of Ammon bill for treatment. **MOTION SECONDED:** Mr. Esplin seconded. **MOTION PASSED:** 5-0 (Yay: Mr. Klingler, Mr. Blundell, Mr. Clark, Mr. Esplin, and Chairman Howell)

00:15:20

00:00:00            **ADJOURNMENT**

The meeting adjourned at 9:30 p.m.

  
\_\_\_\_\_  
Kelly Howell, Chairman of the Board of Directors

11-20-2013  
Date

  
\_\_\_\_\_  
Jason Blundell, Secretary/Treasurer

11/20/13  
Date