

OFFICIAL IBSD MINUTES

MARCH 28, 2012
IONA-BONNEVILLE SEWER DISTRICT (IBSD)
MONTHLY BOARD MEETING

Meeting called to order by Chairman Kelly Howell at: 7:10 p.m.

Board Members Present: Kelly Howell (Chairman); Mike Klingler; Jason Blundell; Glen Clark; Robert Esplin (via teleconference)

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

Attorney: Tony Sasser, Sasser Law Office (via teleconference)

Public: Wayne Crow, Crow Creek Developer; Allen Beazer, patron; Kevin Harris, Forsgren Associates; Paul Scoresby, Schiess & Associates

Agenda Items:

1. Wayne Crow: Proposed subdivision, Crow Creek Division 2
2. Ammon separation
3. Midway/Eagle Interceptor – Manhole acceptance update
4. Panorama Hills update
5. Volunteer scanning technician
6. Resolution for banking authorization
7. Aerial photography update
8. ArcView quotes
9. Building update: Video options, sound system
10. Approval of minutes: 1/25/2012, 1/31/2012, 2/22/2012
11. Payment of bills
12. Adjournment

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

00:00:00 **WAYNE CROW: PROPOSED SUBDIVISION, CROW CREEK DIVISION 2**

Wayne Crow presented preliminary plans for the second division of the Crow Creek Subdivision. This division will have six lots and a 13-acre lot for an elementary school. The plan calls for a dry sewer so that the road can be installed for the school. Future development in this area will require a lift station but he has not gotten that far in the design. Mr. Klingler reminded Mr. Crow that a designated area for the lift station that meets new requirements for the City of Idaho Falls will be required.

The Board did not foresee a problem with the dry sewer installation. Mr. Crow stated his design will be ready in a month. Ms. Bridges stated that the Board would need to approve the plans and that the IBSD engineer would need time for review. A set of plans will also be submitted to DEQ. The existing lift station in Summit Park will also need to be review for capacity for this additional flow.

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The Board will review plans for approval when completed. The school would like to begin construction at the end of May so scheduling may be an issue. Ms. Wellman stated that there are special meetings likely in the next couple months so it is possible that Mr. Crow may not have to wait until the regularly scheduled meetings for plan approval.

00:19:10

00:19:10 **AMMON SEPARATION**

Mr. Howell asked what the status is of the Ammon Lost Customer agreement. Ms. Wellman has not heard anything regarding the agreement but stated she had spoken with Ron Folsom, City Clerk, regarding the payment for treatment to Ammon since a payment has not been made since January. Mr. Folsom asked to her to hold off until the agreement is settled.

Mr. Paul Scoresby, Schiess & Associates, presented the Separation Feasibility Study as a PowerPoint presentation. Mr. Howell prefaced the presentation by asking that the Board review the study and discuss at a later meeting.

For the purpose of this report Schiess only considered the Centennial Ranch division where IBSD customers are flowing into City of Ammon sewer lines. The IBSD patrons who are flowing into Ammon are currently costing the District \$21.00 per patron. Mr. Scoresby divided the study area into four areas for ease of understanding; he reviewed the Forsgren draft study, performed field surveying and used a few pages of the Facility Planning Study draft. One of the questions they considered is whether IBSD could force de-annexation. This would need to be clarified with the Attorney General but for this study it was assumed it can be done. Mr. Sasser stated that from a legal perspective it is a questionable solution and it is unclear from speaking with the Attorney General's office whether this would be allowed.

After looking at several options he felt that the best connection point to reroute the force main would be to the east on 17th Street. Mr. Scoresby reviewed the cost verses the savings of implementing various options of separating customers or keeping Ammon's customers as detail in the Separation Feasibility Study for IBSD Owned Sewage Collection System Works in the Centennial Ranch Subdivision report.

The Board discussed several options for a long term solution for the patrons being served by Ammon including an incentive buyout instead of installing infrastructure. The other concern is that there is not enough room on 17th Street for an additional lift station. There are a lot of considerations before a decision can be made and Mr. Howell proposed that everyone take time to review the report and discuss it at a future meeting.

01:03:10

Mr. Blundell asked Mr. Sasser, legal counsel, to do more research on the legalities of offering financial compensation to patrons for de-annexing. Mr. Klingler stated that if the cost to keep these customers is expected to exceed \$400,000.00 then it seems like a better options to let the customers go to where they are more easily served which is the City of Ammon.

Mr. Beazer, patron, stated he would not support a buyout of customers because long term the higher rate for the City of Ammon could cost more. Mr. Blundell pointed out that there is no

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guarantees that the City of Idaho Falls will not raise rates for IBSD. The Board will review the Feasibility Study and continue the discussion at a later meeting.

01:13:30

01:13:30 MIDWAY/EAGLE INTERCEPTOR – MANHOLE ACCEPTANCE UPDATE

Ms. Wellman updated the Board on the status of the Midway/Eagle Inceptor. A proposal for a fix to the manhole issue (manholes rings that were installed are not to City of Idaho Falls specifications) was presented to the City of Idaho Falls but has been rejected. Mr. Harris stated the contractor has been meeting with the City trying to find a solution.

01:18:20

01:18:20 PANORAMA HILLS UPDATE

Ms. Bridges let the Board know that the work for the manhole at Panorama Hills has been started by Landon Excavation. She also provided a map showing the locations of the existing homes that are currently connected. The owner of the lot that is trying to donate his property is aware that IBSD is working on getting the lines in condition for acceptance.

01:24:10

01:24:10 VOLUNTEER SCANNING TECHNICIAN

Mr. Esplin stated that he has had people who have approached him looking for volunteer hours and thought that Ms. Wellman might appreciate the help for document scanning. Ms. Wellman would be in charge of and interview any potential volunteer. Mr. Sasser stated that this would be okay as long as caution is used in terms of what is being scanned.

01:28:00

01:28:00 RESOLUTION FOR BANKING AUTHORIZATION

Ms. Wellman stated she needs a resolution to allow Board Members to be added to accounts. This is required to have the newest Board Member, Robert Esplin, added to bank accounts.

MOTION: Mr. Blundell made a motion to create a new banking authorization that includes all five members of the Board: Jason Blundell, Kelly Howell, Mike Klingler, Glen Clark, and Robert Esplin. Ms. Wellman will be on the Bank of Commerce account. **MOTION SECONDED:** Mr. Klingler seconded. **MOTION PASSED:** 4-0 (Yay: Mr. Klingler, Mr. Blundell, Mr. Esplin, and Chairman; Abstain: Mr. Clark)

01:30:10

01:30:10 AERIAL PHOTOGRAPHY UPDATE

Ms. Bridges reported that a meeting for the participants of the Aerial Photography project was held by Derek Bates from the City of Idaho Falls. The original estimate for the project was \$200-\$400 per quarter section but since the number of participants is greater than originally anticipated the cost is now expected to be \$80-\$85 per quarter section.

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The question has come up as to how this information will be controlled as far as public requests go and if there will be a charge. Falls Water is requested a copy of the data when it is available. The Board will decide if a charge will be instituted when the final cost is known but since Falls Water has been helpful in getting copies of drawings for IBSD the information will be given to them as a courtesy.

01:39:30

01:39:30 **ARCVIEW QUOTES**

Ms. Wellman has been getting quotes to see what it will take to get the ArcView up and running. She has been told that the maintenance fees for the past few years will need to be paid so she obtained quotes for brand new licenses. The Board reviewed the quotes and it is cheaper to start with a brand new license.

MOTION: Mr. Klingler made a motion to purchase a new license for the ArcView software.
MOTION SECONDED: Mr. Esplin seconded. **MOTION PASSED:** 5-0 (Yay: Mr. Klingler, Mr. Blundell, Mr. Clark, Mr. Esplin, and Chairman Howell)

01:45:45

01:45:45 **BUILDING UPDATE: VIDEO OPTIONS, SOUND SYSTEM**

Ms. Wellman has been working on getting a projection screen as a result of a patron request for having information more available for attendees at meetings. There have been many suggestions about placement of the screen but it was decided that the best wall is behind the Board where the projector is currently focused which does not require a screen. It would also be possible for members to bring personal tablets to view documents and ultimately eliminating the need for paper packets at meetings. Sensitive material that is excluded from public record would be excluded and only provided to Board members.

MOTION: Mr. Klingler made motion to keep the projector in the same place and allow the purchase of equipment to allow streaming information up to the amount previously approved for a new screen. **MOTION SECONDED:** Mr. Blundell seconded. **MOTION PASSED:** 4-0 (Yay: Mr. Klingler, Mr. Blundell, Mr. Esplin, and Chairman Howell; Abstain: Mr. Clark)

01:55:15

Ms. Wellman stated the sound system is working and functioning.

01:57:25

01:57:25 **APPROVAL OF MINUTES: 1/25/2012, 1/31/2012, 2/22/2012**

MOTION: Mr. Clark made a motion to approve the minutes for the meeting for 1/25/2012, 1/31/2012, 2/22/2012. **MOTION SECONDED:** Mr. Klingler seconded. **MOTION PASSED:** 5-0 (Yay: Mr. Klingler, Mr. Blundell, Mr. Clark, Mr. Esplin, and Chairman Howell)

01:57:45

01:57:45 **PAYMENT OF BILLS**

The Board reviewed the bills.

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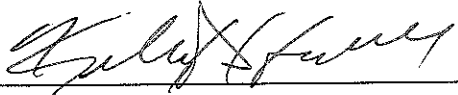
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MOTION: Mr. Blundell made a motion to approve the payment of the bills. **MOTION
SECONDED:** Mr. Clark seconded. **MOTION PASSED:** 5-0 (Yay: Mr. Klingler, Mr. Blundell,
Mr. Clark, Mr. Esplin, and Chairman Howell)
02:10:30

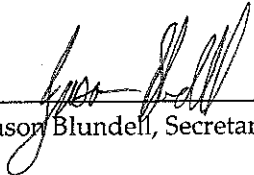
02:10:30 **ADJOURNMENT**

The meeting adjourned at 9:20 p.m.



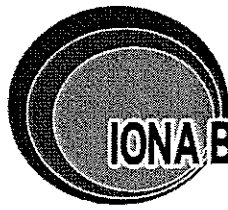
Kelly Howell, Chairman of the Board of Directors

5-1-2012
Date



Jason Blundell, Secretary/Treasurer

4/30/12
Date



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IONA BONNEVILLE SEWER DISTRICT

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Monthly Expenses

March 28, 2012

Amazon.com	Office Supplies	\$96.10
Bank of Commerce	Replenish Office Account	\$570.39
BK Professional Services	Building Maintenance	\$479.00
Blue Skies Product Distributing	Bottled Water for Office	\$15.00
Bonneville Blue Print	Maps	\$36.90
Buff N Shine Building Maint.	Office Cleaning	\$165.00
Caselle, Inc.	Computer Maintenance	\$508.67
Century Link	Telecommunications	\$314.69
Donna Bridges	Reimburse – Recording/Cert. Landmark Annex	\$39.00
City of Idaho Falls	Sewage Treatment	\$45,658.80
Falls Water Co.	Utility – Water	\$32.62
Forsgren Associates, Inc.	Engineering – FPS, Plan Check	\$11,830.00
ICRMP	½ Yearly Insurance	\$1,164.50
Intermountain Gas Co.	Utility – Gas	\$62.73
Key Bank	Deposit Slips	\$13.27
Lincoln Employee Benefits	Employee/Board Wages	\$10,547.39
Performance Audio	Sound System Install, Microphones, Vol Cont.	\$2,052.00
Porter's Office	Office Supplies	\$169.77
Post Register	Newspaper Subscription	\$174.00
Rocky Mountain Power	Utility – Lifts, Meters and Office	\$507.59
Sam's Club	Office Supplies	\$45.40
Sasser Law Office	Legal	\$3,807.50
Schiess and Associates	Engineering – Commercial Rate Structure	\$443.75
Searle Hart and Assoc	1099s Prep	\$90.00
United Mailing Direct	Monthly Statements	\$1,770.27
Utility Billing Refunds	Patron Refunds	\$354.00
WalMart	Office Supplies	\$7.50

Total: \$80,955.84