

OFFICIAL IBSD MINUTES

NOVEMBER 15, 2017 IONA-BONNEVILLE SEWER DISTRICT (IBSD) MONTHLY BOARD MEETING

Board Members Present: Brady Belliston (Chairman); Robert Esplin; Jeff Miner; Stephanie Bird; Kurt Nelson

IBSD Staff: Marina Meier, Manager; Donna Bridges, Field Coordinator

Attorney: Tony Sasser, Sasser Law Office

Public: Dave Noel, Forsgren & Associates; Keith Morse, patron; Bruce Brooks, patron; Kurt Roland, Eagle Rock Engineering; Michael Cousin, patron

Agenda Items:

1. Update: School District #93 High School
2. Fairmont Lift Station, update
3. Canyon Ridge Development
4. IF Rate Increase
5. Frontage Fee Policy discussion
6. Update on IBSD fiber optics project
7. IBSD Board Member resignation – consideration of appt.
8. Additional Board Member meetings – discussion & approval
9. Approval of minutes: 10/18/2017
10. Payment of bills

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

Meeting called to order by Chairman Brady Belliston at: 7:00 p.m.

00:00:00 **UPDATE: SCHOOL DISTRICT #93 HIGH SCHOOL FAIRMONT LIFT STATION, UPDATE**

Mr. Belliston reported that a meeting was held with Bonneville County Commissioners to discuss the Fairmont Lift Station access dilemma. The County has requested the access be relocated at the cost of over \$37,000.00. The access was approved by the County on the Fairmont Village site plans. The Commissioners were not familiar with this approval and did not recognize the Record Drawing set that was provided at the meeting. Ms. Bridges has since located the original approved drawings which have been provided to the Jeff Freiburg, the Engineer for School District #93.

The County is claiming that the utility easement for the force main was meant to be the access. The plat only indicates that the easement is there, it does not specifically state that it is for access. The public works engineer, Lance Bates, was not in attendance at the meeting. It was clear there

had not been a conversation between him and the Commissioners since it had been determined several months previous that the County had approved the access in 2002.

Mr. Belliston, in the spirit of trying to be helpful, contacted Landon Excavation for a bid for the work. The bid was less than a third of what the Knife River Construction gave the school. He believes this could be split between IBSD and District #93. It was decided to wait and see what District #93 and the County work out. IBSD wants to be a good neighbor and assist while maintaining a good relationship with Bonneville County.

00:20:45

00:20:45 **CANYON RIDGE DEVELOPMENT**

Mr. Bridges stated that a subdivision is under construction that was approved by the City of Ammon. It was recently discovered that this development is connected to IBSD's system. City of Ammon's Engineer has taken full responsibility for this and has implemented procedures that will prevent this problem in the future. In the meantime, the Developer is requesting approval so they can continue construction.

The roads in the division are to remain private so utility easements will be required. Mr. Noel has reviewed the plans and has concerns with the narrow width of the roads. It appears the sewerline is close to the curb which presents the problem of cars blocking access to manholes. There is also the potential of infiltration of storm water into manhole lids. The engineer for the project is not in attendance to answer questions. Ms. Bridges phoned and he is on his way.

00:32:30

01:01:40

Mr. Kurt Roland, Eagle Rock Engineering, arrived.

Mr. Roland stated that the manholes are not to scale on the drawing. The manholes will be one to two feet away from the lip of the curb. There is a concern that storm water will infiltrate along with debris. Mr. Esplin would like Forsgren to review storm water calculations. He also proposed that the Developer pay extra fees to compensate for storm water in the system. It was suggested to postpone approval until this issue could be resolved.

Mr. Belliston would like to accommodate the developer since the situation is not their fault. Construction has started and it is not feasible to redesign the lines. Mr. Roland suggested curving the curb away from the manholes.

MOTION: Mr. Esplin made a motion to approve Canyon Ridge subdivision provided that a one-year storm event does not allow water into manholes and based on Forsgren approval after storm water calculations are reviewed. If this does not occur \$1,000.00 will be charged to the Developer for additional treatment costs prior to approval. **MOTION SECONDED:** Mr. Nelson seconded. **MOTION PASSED:** 5-0 (Yay: Mr. Belliston, Mr. Esplin, Mr. Miner, Ms. Bird and Mr. Nelson)

01:31:10

00:32:30 **IF RATE INCREASE**

The City of Idaho Falls has increased the rate charged to IBSD. The Board has been considering how to absorb the increased costs. Forsgren analyzed the increase and what this means to maintaining current additions to the reserves. Mr. Noel discussed the analysis prepared by Forsgren. The reserves would still increase but not at the current level if IBSD absorbs the increase in rates without raising the IBSD rate to patrons.

The Board discussed just absorbing the rate increase for a period of time before passing the increase to patrons. Mr. Nelson stated he would like to wait and see what happens in a years' time.

MOTION: Mr. Esplin made a motion to determine exactly what the City of Idaho Falls is going to charge and develop a procedure. **MOTION SECONDED:** No second. **MOTION FAILED.**

Mr. Esplin has concerns about the vagueness in the contract. He believes that the City of Idaho Falls could increase our rates significantly if their costs increase since they are basing the increase on costs and not actual charges to their customers. At a minimum he would like the contract to be clearer when renegotiated in four years.

Mr. Belliston suggested having a work meeting to discuss the numbers and Mr. Esplin's concern with the contract and rate increase. Ms. Meier will schedule a work meeting.

01:01:40

01:31:10 **FRONTAGE FEE POLICY DISCUSSION**

Mr. Sasser would like extra time to research this policy. This item will be tabled until next month.

01:32:30

01:32:30 **UPDATE ON IBSD FIBER OPTICS PROJECT**

Ms. Meier is working with City of Ammon to get fiber optics to the building. IdeaCom will provide service which will be a savings from previous provider.

01:33:30

01:33:30 **IBSD BOARD MEMBER RESIGNATION – CONSIDERATION OF APPT.**

Ms. Bird stated that she has to resign due to conflicts with her retirement account and receiving PERSI. After researching she was not able to find a solution.

Mr. Belliston thanked Ms. Bird for her service. She has contributed a lot and been dependable. She was presented with a parting plaque and gift.

Mr. Sasser explained that the Board has thirty days to appoint a replacement to Ms. Bird's seat. Anyone who wants to be considered can apply at this meeting as well as the next monthly meeting since it is within a thirty-day period. Mr. Belliston asked if anyone was present who wanted to be considered.

Mr. Bruce Brooks stated he would like to be considered. He ran in the last election but did not get elected. He became interested in the sewer district when IBSD was dealing with separation issues with the City of Ammon. He is retired from the State of Idaho as Weight and Measures Officer. He also has a construction background so he understands construction and policies and procedures. He will provide a resume.

Mr. Michael Cousin introduced himself to the Board. He moved into the District a couple years ago and is trying to get more involved in the community. His background is in Public Relations, Communication and Marketing. He is also working on his MBA. He currently works with companies across the United States. His family is from this area so he has witnessed the growth of the community and would like to be involved as the community continues to grow and in making sure public monies are spent correctly.

Mr. Keith Morse stated that he has ran for election a few times for both the IBSD Board and Ammon City Council. His background is in computing and he worked for Boeing before retiring. Prior to that he worked for the State of Washington. He believes in facts and data and informed decision making. He is very much part of the community in everything he does and he believes in giving back to the community. He is currently the Secretary for the African American Alliance. He provided a couple letters of recommendation.

Ms. Meier will email a notice to everyone on the email list along with posting on the website. This will be on the agenda for the next meeting.

01:51:10

01:51:10 **ADDITIONAL BOARD MEMBER MEETINGS – DISCUSSION & APPROVAL**

Ms. Meier stated that she will now be posting an agenda item for additional Board Member meetings to update on any additional meetings that are held. This will allow approval for compensation by the Board. If there are not any additional meetings this will not be discussed.

There is a meeting to be held with Chad Blackburn to discuss financial investments with the Financial Committee, which includes Mr. Esplin and Mr. Nelson.

OFFICIAL ISD MINUTES

MOTION: Mr. Belliston made a motion to compensate Mr. Esplin and Mr. Nelson for the Financial Committee meeting. **MOTION SECONDED:** Mr. Miner seconded. **MOTION PASSED:** 4-0 (Yay: Mr. Belliston, Mr. Esplin, Mr. Miner, and Mr. Nelson; Abstain: Ms. Bird)
01:53:45

01:53:45 **APPROVAL OF MINUTES: 10/18/2017**

MOTION: Mr. Nelson made a motion to approve the minutes from the meeting on October 18, 2017. **MOTION SECONDED:** Mr. Miner seconded. **MOTION PASSED:** 4-0 (Yay: Mr. Belliston, Mr. Esplin, Mr. Miner, and Mr. Nelson; Abstain: Ms. Bird)
01:54:30

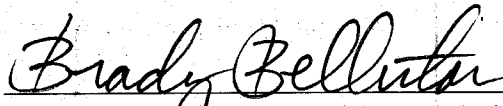
01:54:30 **PAYMENT OF BILLS**

Ms. Meier noted that the refunds are high this month due to a connection fee refund.

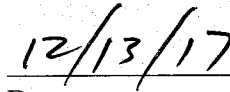
MOTION: Mr. Miner made a motion to approve payment of the bills. **MOTION SECONDED:** Mr. Nelson seconded. **MOTION PASSED:** 4-0 (Yay: Mr. Belliston, Mr. Esplin, Mr. Miner, and Mr. Nelson; Abstain: Ms. Bird)
01:56:30

01:56:30 **ADJOURNMENT**

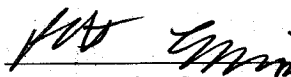
The meeting adjourned at 9:00 p.m.



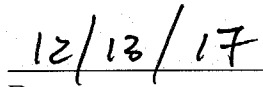
Brady Belliston, Chairman of the Board of Directors



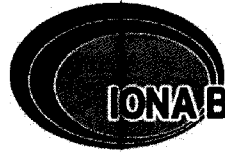
Date



Robert Esplin, Secretary/Treasurer



Date



IONA BONNEVILLE SEWER DISTRICT

Monthly Expenses -12/13/2017

Advantage Emp. Solutions	Payroll, Employee, Board	\$ 9,483.07
BK Professional Services	Lawn Services	\$ 394.00
Blue Skies	Office water	\$ 19.70
Bonneville County	Taxes	\$ 2,324.22
Buff N Shine Building Maint.	Office/Windows Cleaning	\$ 185.00
Cable One	Internet/Phone	\$ 139.53
Caselle	Software Support	\$ 598.67
Chase Paymentech	Merchant Processing Fees	\$ 967.98
City of Ammon	Sewer Treatment	\$ 3,744.00
City of Idaho Falls	Sewer Treatment/Repairs	79569.49
Falls Water	Office Water-bldg	\$ 58.75
Forsgren	Engineering Services	\$ 935.00
HealthSmart Benefit Solution	Insurance	\$ 16.00
Ideacom	Phone Systems Oct/Nov Billing	\$ 138.95
Intermountain Gas	Office Utility - Gas	\$ 31.57
ISU Credit Union	Replenish Bank Account	\$ 595.16
Lucinda Wellman	Nov Consulting Svcs	\$ 274.08
Public Retirement System	PERSI	\$ 2,427.42
Sam's Club	Office Supplies	\$ 81.36
Sasser Law Office	Legal Services	\$ 5,033.50
United Mailing Direct	Monthly Statements	\$ 2,512.56
USPS	Postage Stamps	\$ 40.45
Utility Billing - Refunds	Refunds to patrons	\$ 180.51
Xpress Bill Pay	Online payments	\$ 1,350.04
	Total	\$ <u>111,101.01</u>