

**HAYDEN LAKE RECREATIONAL WATER AND SEWER DISTRICT
MINUTES OF REGULAR MEETING
FEBRUARY 23, 2011**

CALL TO ORDER

Chairman Sewell called the regular meeting to order at 5:00 p.m. Board members present were Carole Stringer, Todd Walker and Tom DePew. Board member Dave Weinstein was absent. Attorney Mike Schmidt, Larry Comer, Ken Thompson, and District Superintendent Dustin Jacobson were present as representatives of the Board. Ken Windram from HARSB was present as a visitor. District Administrator Lynn Hagman recorded the minutes of the meeting.

AGENDA AND MINUTES

Board member Stringer moved to approve the agenda for this meeting, seconded by Board member DePew. The motion carried.

The minutes were reviewed and Administrator Lynn Hagman explained previous amendments requested by Board member Stringer. **Board member DePew moved to approve the minutes of February 9, 2011 with amendments. Board member Stringer seconded the motion. The motion carried.**

ACCOUNTANT REPORT

Ken Thompson reviewed the financial report and the invoices for payment with the Board. LID6 payments to date were discussed and Mr. Thompson informed the Board that the Bond payment will come due in mid- April. If the LID6 payments are delinquent the interest rate will go up.

Dustin Jacobson informed the Board that the \$200.00 expense for IRWA was for a training conference he will be attending in Pocatello. **Board member DePew moved to approve the financial report and pay the bills. Board member Walker seconded the motion. The motion carried.**

Mr. Thompson then presented a report on the budget versus actual expenses and reviewed the report with the Board.

KEN WINDRAM – HARSB

Mr. Windram gave a presentation on plant upgrades from secondary treatment to tertiary treatment. The TMDL impact was discussed as well as treatment standards and aquifer issues now and with the upgrades.

PHASE A- will be new head works which will include:

- New screen and relocate the old one
- Grit removal and washing equipment
- Septage dump station
- Odor control equipment

This phase is already in the FCS budget estimate. This phase will have to be done regardless of the TMDL or new regulations.

PHASE B – Flow Equalization

- Headworks effluent water storage tank to stabilize influent flow rate
- Pump station to BNR (Biological Nutrient Removal) process
- Odor control connected to headworks

This phase is not in the FCS budget estimate.

PHASE C – Biological Nutrient Removal (BNR)

- Anaerobic tank with mixers
- Anoxic tank with mixers
- Odor Control Equipment
- Administration Building

PHASE D – Post Denitrification

- Denitrification equipment
- Carbon source equipment – methanol
- Additional treatment process

This phase is not in the FCS budget estimate.

PHASE E – Final Filtration

- Final filtration to meet <30 ppb TP
- Chemical coagulant feed system
- Pump station
- Backwash equipment

This phase is in the FCS budget estimate. Mr. Windram noted that he prefers the membrane filtration versus chemical sand.

PHASE F – UV Disinfection

- UV Channel
- UV Equipment
- Class A redundancy

This Phase was not in the FCS budget estimate.

PHASE G – Sludge Processing

- Sludge holding/digestion
- A second sludge holding tank
- Sludge dewatering
- A second sludge dewatering equipment

PHASE H – Other Upgrades
SCADA System
Misc. yard and piping
Clarifier #5
Utility building

This Phase is in the FCS budget estimate.

PHASE I – New Outfall to River
Phase J – Expand re-use farm
Purchase more land
Design and construct additional buildings

Mr. Windram informed the Board that he had been instructed by the HARSB Board to have JUB Engineering finish the facility plan. Mr. Windram then excused himself from the meeting at 6:20 p.m.

Larry Comer discussed the draft he previously emailed to Board members regarding the Sewer District capital improvements, rates, LID and facilities planning. The depreciation analysis was discussed as well as the possibility of funding from DEQ. Mr. Comer suggested updating the documents and sending them to DEQ for the loan process.

Attorney Schmidt stated he would like HARSB involved in knowing what the District is doing. Board member Walker questioned the cost and time for Larry Comer to update the documents. Mr. Comer felt that it could take up to 12 month and cost approximately \$50,000.

Mr. Comer discussed steps in the plant process. Number one would be the facility plan, number two would be design and number three would be the construction. Board member Stringer questioned what the FCS was. Mr. Comer explained that this was a financial planning document for the treatment plant. FCS data will be helpful for Mr. Comer's updates.

LETTER FROM MR. KERR

Attorney Schmidt reviewed Mr. Kerr's letter regarding interest he is asking for. Board member Walker noted that the letter did not reflect that he did not pay any interest. Mr. Comer questioned what a reasonable rate would be. Ken Thompson suggested a credit to his payoffs of his remaining LID's. District Superintendent Dustin Jacobson felt that Mr. Kerr's theory was that if he had not paid the LID that already had an ER on it, he would have paid one of the other's off, therefore, he would not be paying interest in the amount of \$1,000.71. **Board member Walker moved to credit Mr. Kerr at the time of payoff in the amount of \$1,000.71. Board member Stringer seconded the motion. The motion carried.**

Chairman Sewell informed the Board that the LID6 consortium will be meeting with the Board at the March 23, 2011 regular meeting at 5:00 p.m.

JOINT POWERS AGREEMENT

Attorney Schmidt provided a memo to the Board regarding voting by the entities involved in HARSB. Section 5.2 of the agreement dealing with the HARSB budget was discussed and Attorney Schmidt felt that the budget should be presented to the District in some way with a vote and written approval from the District, either by separate letter or my approval in the minutes should take place.

Chairman Sewell informed the Board that amendments to the Joint Powers Agreement may be made for review by the Board. Board member Stringer questioned who will draft the amendments. Chairman Sewell replied that he did not know at this time. This will be discussed further at the next HARSB meeting. Board member Stringer voiced her concern with making sure that the District adheres to the agreement.

Attorney Schmidt then addressed the concern of who shall request legal services. Attorney Schmidt informed the Board that a municipal corporation can only act through the Board. Authority has been delegated to the Chairman and Attorney Schmidt proposed to continue with the Chairman having the authority.

EXECUTIVE SESSION

At 7:35 p.m. Board member Walker moved to recess to executive session per ID Code 67-2345 (f), pending Tort Claim and Assisted Living Issues. Board member Stringer seconded the motion. A roll call vote showed: Board member Walker, “aye”, Board member Stringer, “aye” and Board member DePew, “aye”. The motion carried.

At 7:45 p.m. the Board reconvened to regular session.

ADJOURN

At 7:50 p.m. Board member DePew moved to adjourn, seconded by Board member Walker. The motion carried.

Dave Weinstein, SECRETARY

Lynn M. Hagman, ADMINISTRATOR