

**HAYDEN LAKE RECREATIONAL WATER AND SEWER DISTRICT
MINUTES OF REGULAR MEETING
JANUARY 22, 2014**

CALL TO ORDER

Chairman Walker called the meeting to order at 4:00 p.m. Board members present were Ed Graves, Carole Stringer, Ed Short and Ed Burke. Superintendent Jacobson, Attorney Mike Schmidt, Ken Thompson and Stephanie Sherman were also present as representatives of the Board. Administrator Hagman recorded the minutes of the meeting.

Chairman Walker requested the agenda be amended to add the accountant report and the list of invoices for payment. These items were mistakenly left off the agenda and not addressing this could result in expense and liability for the District. Board member Short moved to amend the agenda and to then approve the amended agenda. Board member Burke seconded the motion. The motion carried.

Board member Short then moved to approve the minutes as prepared, seconded by Board member Stringer. The motion carried.

ENGINEER / SUPERINTENDENT REPORT

Superintendent Jacobson reported the site plans for the lift stations are being prepared and there will be a meeting with the utility companies. Lake's Highway District has confirmed that they are fine with the plan.

Mr. Jacobson informed the Board that he met with Mr. Ambrose who lives next to the Clark House lift station. Mr. Ambrose has requested a dirt road in exchange for the easement that is needed. Mr. Jacobson explained that this is not feasible for the District, the cost is too high. Mr. Ambrose replied that he would get back to Mr. Jacobson after some more thought. Mr. Jacobson stated that all other easements are moving along however some of the homeowners still need to be contacted.

Mr. Jacobson discussed the pumps for the lift stations and the difference between the Vortex pumps and the Flygt pumps and how they each work. According to Mr. Jacobson the difference in price is huge. The Flygt pumps are the most expensive and require more maintenance. Mr. Jacobson recommends the District use the Vortex pumps. Board member Graves questioned if the District would purchase the pumps or the contractor. Mr. Jacobson replied that the contractor will purchase what we tell them to purchase. Chairman Walker questioned if more research needed to be done. Attorney Schmidt asked if the District would keep the old pumps and Mr. Jacobson replied he was not sure yet, he stated that we could run them until they fail and then replace with the new Vortec pump. Board member Graves asked what the age was of the existing pumps. Mr. Jacobson did not know for sure but felt that they were many years old. The Board was in agreement that the pumps should be researched further.

DEQ REIMBURSEMENT

The DEQ reimbursement request was presented for approval. Board member Burke moved to approve the request. Board member Short seconded the motion. The motion carried.

ATTORNEY

Attorney Schmidt discussed the personnel policy and some of the edits. Administrator Hagman informed the Board that she and Superintendent Jacobson had read the policy and also had edits. Board member Stringer suggested the Administrator track her edits and email them to the Board. The policy will be placed on the next agenda for further discussion.

ACCOUNTANT

Ken Thompson reviewed the financial report with the Board as well as the list of invoices for payment. Mr. Thompson pointed out the \$47,728.32 refund that the District received from HARSB. **Board member Stringer moved to approve the financial report and pay the outstanding invoices. Board member Graves seconded the motion. The motion carried.**

HARSB PAYMENT REQUEST

The payment request from HARSB was reviewed by Chairman Walker before the meeting. Board member Graves moved to approve the request, seconded by Board member Burke. The motion carried.

AUDITOR SELECTION

There were three RFP's for auditor returned to the District. Administrator Hagman, Ken Thompson and Chairman Walker reviewed the proposals. If the proposals two were recommended for interviews, Anderson Bros. C.P.A. and Magnuson McHugh. Stephanie Sherman, Board member Stringer and Ken Thompson conducted the interviews. Board member Stringer reported on the interviews and suggested Anderson Bros. C.P.A. seemed non responsive to the RFP and didn't have enough insurance. Board member Stringer felt that Magnuson McHugh was familiar with the District LID 7A and the plant expansion and they also do the audit for HARSB. That being said, Board member Stringer recommends Magnuson McHugh.

Ken Thompson stated that the quotes were within \$200.00 of each other. **Board member Burke moved to contract with Magnuson McHugh for the annual audit. Board member Short seconded the motion. The motion carried and Mr. Thompson will contact them.**

BOARD DISCUSSION

Chairman Walker informed the Board that he has a draft of the Joint Powers Agreement and will have Administrator Hagman send it out to the Board for review.

HARSB REPORT

Board member Stringer reviewed the report she had previously emailed. The fish consumption study being done by the tribe was discussed as well as the PCB levels. Board member Stringer informed the Board that the County will be raising their sewer rates and a new contract will be made between the County and HARSB for services.

Board member Stringer updated the Board on the special use permit that HARSB needs for the addition to the plant. The permit is from the City of Hayden who has placed five conditions on the permit. HARSB is appealing four of these conditions.

ADJOURN

With no further business before the Board, at 5:15 p.m. the meeting was adjourned.

Todd Walker, CHAIRMAN

Lynn Hagman, ADMINISTRATOR