

**HAYDEN LAKE RECREATIONAL WATER AND SEWER DISTRICT  
MINUTES OF REGULAR MEETING  
JULY 25, 2012**

CALL TO ORDER

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

AGENDA

**Board member Stringer move to approve the agenda for this meeting, seconded by Board member Walker. The motion carried.**

MINUTES

**Following review of the minutes of July 11, 2012, Board member Stringer moved to approve the minutes, seconded by Board member DePew. The motion carried.**

PUBLIC HEARING ON BUDGET FOR FY 2012-2013

At 5:05 p.m. Chairman Sewell recessed the regular meeting and opened the public hearing on the budget for FY 2012/2013. There were no citizens present to speak on the budget and no written comments. Ken Thompson reviewed the budget with the Board and informed them that the legal advertising of the budget had been done on two occasions. The budget is down by \$250,000. Board member questioned Mr. Thompson if he had received any calls on the budget since it is his phone number that is published. Mr. Thompson replied that he had not. With no further comments on the budget, Chairman Sewell closed the public hearing at 5:08 p.m. and resumed the regular meeting.

**Board member Walker moved to approve the budget for FY 2012/2013. Board member DePew seconded the motion. The motion carried.** The annual appropriations ordinance will be presented for adoption at the next regular meeting.

FINANCIAL REPORT

Ken Thompson reviewed the financial status of the District with the Board and pointed out the LID7 expenses to date. Mr. Thompson then reviewed the invoices for payment. **Board member DePew moved to approve the financial report and the invoices for payment. Board member Walker seconded the motion. The motion carried.**

LEGAL

Attorney Schmidt presented a list of Sewer District records that are currently being kept at Lukins and Annis. Attorney Schmidt suggested making these file digital so the District staff could have access to them without digging through boxes. Attorney Schmidt informed the Board that his firm keeps these types of files for 7 year periods and there are approximately nine boxes. Board member Walker suggested having the boxes brought to the District office.

Board member DePew suggested the District research the cost of scanning and indexing the files. Attorney Schmidt felt that a company could look at one box as an example for the other 8 boxes and give an estimate on the cost to scan and index.

Attorney Schmidt gave the Board an update on the NIBC Association versus the City of Hayden law suit. A trial date has been set for June 17, 2013 and will be a 5 day trial.

## SUPERINTENDENT REPORT

Superintendent Dustin Jacobson reported on the projects that he and Chris have been working on.

## ENGINEER

Larry Comer presented the GIS mapping contract between the Sewer District and Welch Comer for approval. Mr. Comer discussed looking at fall work. Board member Stringer questioned Mr. Comer is this mapping District wide. Mr. Comer replied that it was. Board member Stringer asked if there was an element in this system to help administration and staff. Mr. Comer replied that the roles will be the Superintendent Dustin Jacobson and Operator Chris Seward to do the markings and the rest of the work is in house for Welch Comer.

Chairman Sewell questioned who the data base would belong to if the District and Welch Comer parted ways. Mr. Comer replied that the data base would belong to the Sewer District but the District would need someone to maintain it. The District can always keep adding to it. **Board member Walker moved to accept the Task Order/for GIS Mapping Step A. 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.**

Mr. Comer presented the HARSB draft Facilities Plan Summary to the Board for review. Mr. Comer discussed the alternatives and stated that there were 4 alternatives presented to comply with pending EPA permit. The schedule was discussed and Mr. Comer stated that DEQ is now reviewing the first draft of the plan; however, they are very slow in their process. Mr. Comer discussed the schedule and what will take place and when. Mr. Comer informed the Board that the EPA permit issuance is waiting on DEQ. Mr. Comer informed the Board that the cost allocations are not included in the plan yet.

The funding was discussed and Mr. Comer informed the Board that DEQ may be able to issue more loans this fall and the Sewer District is 4<sup>th</sup> on their list. Attorney Schmidt questioned when the bonding authority would occur. Mr. Comer stated that the LID& would be formed before Christmas. Board member DePew questioned Ken Thompson on informing the bond people in advance. Mr. Comer stated that the District already has the Bond Bank on line with the project. Ken Thompson will have the agreements ready. Mr. Comer then reviewed the schedule for LID7 and presented documents for the Boards review.

Mr. Comer gave an update on the gravity relief line and suggested three options and costs for each on a handout to the Board. Option one is Strahorn to Pebblestone Ct; relay Honeysuckle gravity line, Option two is Strahorn to H1-D and Option three is Relocate Country Club Lift Station. The Board will discuss these options at a future meeting.

Capital focused improvements Plan A and B were discussed. Mr. Comer went over the calculations for the LID7 assessment per ER. Plan A would be \$3,936 per ER and Plan B would be \$3,626 per ER. Mr. Comer then reviewed the LID7 schedule for the District. There would be the public process and a series of newsletters first. Attorney Schmidt commented that the District needs to start the process and follow the schedule as much as possible. Mr. Schmidt suggested inviting Danielle Quad to the next meeting to discuss the schedule.

Board member Walker questioned if the final number was 6.2 million and voiced his concern with the difference in interest rates between DEQ and the Bond Bank. Larry Comer stated that the Bond Bank is higher. Board member Walker suggested the District try to get the capital improvement money from DEQ next year instead of the Bond Bank. Larry Comer stated that the LID7 will be 10.4 million at the public hearing. Mr. Thompson felt that a meeting with Danielle Quad is needed. Larry Comer informed the Board that he will need to have the LID roll before the next workshop meeting and he will invite Danielle Quade to this meeting. Board member Walker questioned the cost for this Larry Comer informed the Board that it will be \$10,000 to \$15,000 to prepare the LID roll

Attorney Schmidt commented with respect to the EPA litigation, it might benefit the District to have a better understanding of where the District could fight back on new regulations such as the metals.

#### CERTIFICATION OF DELINQUENT ACCOUNTS

Administrator Hagman presented the list of delinquent O&M and LID accounts to be certified to the County Tax Rolls. **Board member Walker moved to approve the certification, seconded by Board member DePew. The motion carried.**

#### MEMORIAL

Administrator Hagman informed the Board that the City Council was not in favor of a stone memorial but the planting of the tree would be fine and if the District wanted a small plaque at the bottom of the tree that would be fine also. The tree costs are approximately \$200.00 for an 8' tree. Board member Walker informed the Board that the Storm Water group will be giving \$250.00 donation for whatever the District decides to do. Board member Walker had a suggestion from Chris Seward to put a new man hole cover in the McCall Park parking lot with Gerry House's name on it. The Board thought this was a good idea. Board member Stringer felt that the 7' to 8' tree with a small plaque at the bottom and the manhole cover would be appropriate. The Board agreed.

#### CERTIFICATION FEES

Administrator Hagman informed the Board of the responses from the question put on the City Clerk's list serve. Several cities charge a fee for certifying delinquent accounts to the tax rolls. The Board discussed the fee and a range of amounts to charge. **Board member Walker moved to charge \$100.00 per certification. Board member DePew seconded the motion. The motion carried.**

#### PROFESSIONAL SERVICES

Board member Stringer reviewed six months of legal billings and voiced her concern with costs incurred that could have possibly been duties that the Administrator could have done.

Board member Stringer questioned the conferences between the Chairman and Attorney Schmidt outside of the regular meetings and are they needed. Attorney Schmidt explained that sometimes extra conversations with the Chairman are needed; however the Board should decide when the attorney can take actions. Board member Stringer questioned the charges for correspondence with Nancy Stricklin. Attorney Schmidt clarified that this is LID7 mostly.

#### CHAIRMAN COMMENTS

Chairman Sewell informed the Board that Stephanie from HARSB will be at the next meeting to discuss the HARSB budget. Chairman Sewell then informed the Board that Ken Windram has rescinded his resignation and will be staying at HARSB.

#### ADJOURN

**With no further business before the Board, at 8:00 p.m. Board member DePew moved to adjourn, seconded by Board member Walker. The motion carried.**

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Dave Weinstein, SECRETARY

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Lynn M. Hagman, ADMINISTRATOR