

**HAYDEN LAKE RECREATIONAL WATER AND SEWER DISTRICT
MINUTES OF REGULAR WORKSHOP MEETING
SEPTEMBER 10, 2008**

CALL TO ORDER

Chairman House call the regular meeting to order at 9:00 a.m. Present were Chairman House and Board members DePew, Weinstein, Sewell and Anderl. Attorney Mike Schmidt, Larry Comer and Dustin Jacobson were also present as representatives of the Board. Lynn Hagman recorded the minutes of the meeting. Visitors present were Sandy Young and Chris Cheeley.

AGENDA

Additions were made to the agenda to include, discussion of Hayden Canyon, number of ER's for a care facility, Chairman House and Dustin Jacobson's tour of Hayden Lake, and Camp Mivoden upcoming hearing. With these additions, **Board member DePew moved to approve the agenda, seconded by Board member Anderl. The motion carried.**

MINUTES

Following a review of the minutes of August 27, 2008 and changes made, **Board member Sewell moved to approve the minutes with changes, seconded by Board member DePew. The motion carried.**

S. HAYDEN LAKE RD. CAPACITY STUDY

Larry Comer presented an executive summary of his findings in this study. There are three potential developments in the Sandy Cove/Honeysuckle Hills area with a proposed 41 new users. Current sewer line capacity is at 42% at peak flows. Existing lift stations have adequate capacity, however, Coopers Bay lift station is in need of upgrades. Upgrades will require new interior coating of the steel wet well structure and new pumps and guide rails should also be installed and including a chopper type pump which can reliable process fibrous materials.

At current rates, 41 new lots would generate from \$100,000 to \$150,000 in capitalization fees which would be allocated toward the sewer collection system.

Mr. Comer asked the Board for their determination on the developers paying a CAP fee only or should they pay a portion of the repairs needed as well. Board member DePew questioned if the improvements to Coopers Bay lift station are a result of new users wanting to hook up and if so, they should pay a portion of the repairs. Larry Comer reminded the Board that CAP fees are for improvements.

Board member Anderl felt that the developers should pay a CAP fee and the Sewer District should do the repairs and pay for them. Board member Sewell voiced his agreement with Board member Anderl.

Board member Weinstein questioned the need of generators with 41 new lots being added. Mr. Comer informed the Board that the generators are still needed. Chairman House informed Mr. Comer that the Board will want to review and make sure the site disturbance ordinance is being met. Chairman House discussed the hook up policy with HARSB. Chairman House stated that the District has a policy in place to charge CAP fees only on such projects. Larry Comer was directed to write the will serve letters for the developers.

TAKE OVER AGREEMENT N.K.W.D. / GEM SHORES – HAYDEN HAVEN

Mike Schmidt informed the Board that a Title Policy may be needed for the land and we only have water rights for .1 CFS and .7 CFS is still in the names of the predecessors. Nisha from Welch Comer is working on the requirements to complete the transfer.

Board member Weinstein questioned a Title Policy versus a Title Commitment. Mr. Schmidt informed the Board that a policy is insurance and a commitment only shows what is on the title but does not insure. We are looking at a possible closing date of September 30, 2008.

Mr. Schmidt discussed the proposed rates and the expenses incurred by the Sewer District. Recent upgrades and repairs to the system will add to the purchase price. In order for the payments or rates to go higher, the loan may be extended longer.

Dustin Jacobson informed the Board that there are several easements in the Gem Shores/Hayden Haven area. Mr. Schmidt recommends two title commitment reports and Welch Comer to provide a map to N.K.W.D. can get the easements needed.

A draft news letter given to the Board earlier by Mike Galante was discussed with changes from Mike Schmidt and Larry Comer. The letter will be an informative letter to the users and Lynn Hagman will mail out the letter when the final draft is received from Larry Comer.

MEADOW WOOD EASEMENT

Larry Comer discussed the bid award to OSI Inc. Mr. Comer gave Mike Schmidt a bid packet to review. Following a brief discussion, **Board member DePew moved to approve the bid award to OSI, Inc. contingent upon the easement being acquired. Board member Sewell seconded the motion. The motion was carried.**

Mr. Comer then presented task order 08-08, a contract to verse the work at Meadow Wood on an hourly basis. **Board member DePew moved to approve the task order, seconded by Board member Sewell. The motion was carried.**

STRAHORN GRAVITY SEWER

Larry Comer suggested the Board look closer at this project when the City of Hayden Lake gets ready to do their work on Strahorn Rd. Chairman House felt that the Sewer Board may need to take another look at going north of Lancaster as well.

KEN NICHOLS LETTER

The Board discussed the letter received from Ken Nichols regarding a sewer hook up. Attorney Mike Schmidt will respond to Mr. Nichols in writing to answer his questions.

CARE CENTER ER's

The Board discussed a care center located on Thames Ct. that has applied to the County for a variance to go from 13 beds to 16 beds. After researching the center, it came to the attention of the Board that they were not paying the number of ER's for the 13 beds they now have. Ordinance 89-2 specifies the number of ER's the District is allowed to bill per bed, which is .7 ER's per bed. Following discussion, the Board directed Mike Schmidt to write the response letter to the County and inform them of the number of ER's that need to be purchased by the care center to make them compliant with their current status of 13 beds and what they will need to purchase if they want to add 3 more beds.

A letter will also be sent to the owners of the care center informing them of the ER's they need to purchase and the O & M that is being back billed.

CAMP MIVODEN

Board member Weinstein informed the Board that he had attended a meeting at Camp Mivoden and had a tour of the facility. There are A frame cabins currently treating 20k to 25K gallons of sewage. They also have plans for land application. A proposed large lift station will be close to the lake. Board member Weinstein informed the Board that he will be attending the hearing but will not testify.

MISC. INFORMATION

The Board briefly discussed the approval of the City of Hayden annexation of Hayden Canyon.

Chairman House informed the Board of his tour of Hayden Lake and will have slides at the next meeting.

Larry Comer requested authorization to start repairs on Coopers Bay lift station. Mr. Comer is to bring a proposal to the next meeting.

PERSONNEL POLICY

The proposed personnel policy was discussed and Attorney Mike Schmidt questions the Board as to why they would want a personnel policy. Small businesses usually have an employee contract. Chairman House felt that a personnel policy would be more definitive of right and fair. Board member felt there should be job descriptions for all employees in the contract form. Chairman House felt that there are several policies within the personnel policy. Mike Schmidt recommends staying with the employee contract and incorporate parts of the personnel policy into the contract. Chairman House and Board would like Mr. Schmidt to look into this.

ADJOURN

At 12:15 p.m. Board member DePew moved to adjourn, seconded by Board member Weinstein. The motion carried.

Kenneth Sewell, SECRETARY

Lynn M. Hagman, ADMINISTRATOR