

HAYDEN LAKE RECREATIONAL WATER AND SEWER DISTRICT  
MINUTES OF REGULAR MEETING  
NOVEMBER 26, 2013

CALL TO ORDER

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

AGENDA / MINUTES

**Board member Graves moved to approve the agenda, seconded by Board member Short. The motion carried.**

**Following review of the minutes for November 13, 2013, Board member Short moved to approve the minutes. Board member Graves seconded the motion. The motion carried.**

ENGINEER

Steve Cordes discussed the proposed Thames Ct. by-pass and presented a map of where the new line would go. Mr. Cordes explained that the high point will be a little over 22 feet to the invert pipe and the length of the run is approximately 750 feet and there would be eight man holes. Superintendent Jacobson explained the test holes that were dug and basalt rock was hit below 10 feet. Mr. Cordes informed the Board that to get a good alignment we may lose the edge of the road.

Board member Short questioned if having an exposed pipe could be an alternative. Mr. Cordes stated that we would be on the downhill side of the road and there is not enough width to dig a trench 20 feet deep however, Mr. Cordes sees no reason that an exposed pipe could be a possibility. Board member Short questioned what the cost of rebuilding the road would be. Mr. Cordes explained that approximately 70 feet of roadway would need to be dug and the cost would be approximately \$100,000. The total cost estimate is over \$500,000 for the project. The cost for rebuilding the lift station is budgeted at \$300,000 and the Board feels the by-pass is not cost effective.

Board member Stringer questioned if the District would be looking at any higher efficiency in the plans for the lift station since we would be rebuilding instead of the by-pass. Would we look at doing the modifications differently so we are not looking at it in the future? Mr. Jacobson replied that what we are doing to all of the lift stations is the best for right now.

Mr. Cordes informed the Board that the new EID has been approved by DEQ. Mr. Cordes presented Task Order 13-08, the design contract for the Country Club lift station for Board review. Mr. Cordes explained the design work and explained that some right of way work will need to be done as well. The total for services of design, right of way survey and topographic survey will be \$42,000 and \$4,000 for right of way services and permitting services. The right of way and permitting services will be done on an hourly basis.

Mr. Cordes suggested the District begin the discussion of the right of way with the Country Club. The Board reviewed the estimates and Mr. Cordes informed the Board that it is within the LID budget. Board member Stringer questioned if some of these tasks could be started now. Mr. Cordes replied that the surveys could be started. Board member Burke questioned when the work would start on the lift station and how long it takes. Mr. Cordes suggested starting next fall after the busy season for the Country Club and bid on the project in the summer.

**Board member Burke moved to approve the right of way survey and talk to the Country Club. Board member Graves seconded the motion. In discussion Board member Short prefers to approve the entire task order with the caveat of talking to the Country Club and doing the right of way survey now. Board member Burke amended his motion to approve Task Order 13-08 with only the right of way survey and the discussions with the Country Club to begin now. Board member Graves seconded the amended motion. The motion carried.**

Mr. Cordes presented the Canterbury Cove payment request and change order from Terra Underground for Board review. The project came in less than budgeted with a change order of \$6,083.46. Superintendent Jacobson stated that Mr. Anhood and Mr. Schmutz are happy with the easement work done on their property. **Board member Short moved to approve the change order and payment request. Board member Burke seconded the motion. The motion carried.**

The HARSB pay request in the amount of \$146,985.00 was presented to the Board. **Following review, Board member Burke moved to approve the request, seconded by Board member Stringer. The motion carried.**

#### ACCOUNTANT

Ken Thompson reviewed the financial report and invoices for approval with the Board. Mr. Thompson explained funds that were being moved to a different line item. Board member Stringer questioned the low amount for user fees and Mr. Thompson explained that at the end of the fiscal year a journal entry is made for money that has been earned but not paid. **Board member Stringer moved to approve the financial report and invoices for payment. Board member Graves seconded the motion. The motion carried.**

#### ATTORNEY

Attorney Schmidt was not present at this meeting; however the Board reviewed the safety policy and Attorney Schmidt's memo that was previously emailed to the Board. Attorney Schmidt's feeling is that the emergency response plan should be left as a separate plan. Board members Graves and Short agree the plans should be separate.

Chairman Walker discussed the safety plan and Board member Stringer pointed out grammatical errors that need to be corrected and questioned where the emergency response plan was mentioned in the safety plan. Superintendent Jacobson explained the emergency response plan and informed the Board that this plan was done a few years ago. Board member Burke suggested reviewing the emergency response plan at a later date. With that Chairman Walker entertained a motion to approve the safety policy. **Board member Burke moved to approve the safety policy, seconded by Board member Short. The motion carried.**

Chairman Walker discussed the Fox Hollow will serve letter sent out by Attorney Schmidt for review. **Board member Burke moved to approve the letter to be sent to the County. Board member Short seconded the motion. The motion carried.**

#### BOARD DISCUSSION

Chairman Walker discussed the regular Board meeting being held on Christmas day and suggested it be changed. Board member Burke suggested one meeting for the month of December. Board member Stringer suggested meeting on December 18<sup>th</sup>. Board agreed and Chairman Walker set the time for 9:00 a.m.

#### HARSB REPORT

Board member Stringer previously sent out the HARSB report and pointed out that Mr. Windram will be coming to a future meeting for an update on the plant.

#### ADJOURN

**With no further business before the Board, at 5:15 p.m. Board member Graves moved to adjourn, seconded by Board member Burke. The motion carried.**

---

Todd Walker, CHAIRMAN

---

Lynn Hagman, ADMINISTRATOR