

Hayden Lake Recreational Water and Sewer District  
Minutes of Regular Meeting  
November 25, 2014

CALL TO ORDER

Chairman Walker called the meeting to order at 4:00 p.m. Board members present were Ed Short, Ed Graves and Carole Stringer. Superintendent Dustin Jacobson, Attorney Mike Schmidt, Engineers Steve Cordes and Accountant Ken Thompson were present as representatives of the Board. Ken Windram from HARSB was present as a visitor. Administrator Lynn Hagman recorded the minutes of the meeting.

AGENDA / MINUTES

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

**Board member Stringer moved to approve the minutes of November 12, 2014. Board member Short seconded the motion. The motion carried.**

ENGINEER

Mr. Cordes informed the Board there was a quarterly meeting with the contractor regarding budget review. Mr. Cordes stated the District is close to having our share paid at HARSB. Mr. Cordes discussed the LID budget with the Board and reminded them the estimated Phase 1 number for the District is 6.2 million and we are just under that now. Attorney Schmidt discussed Phase 1 and Phase 2 spending and possible increase in rates in the future.

The Joint Powers Agreement was also discussed at the quarterly meeting and the County and the City of Hayden would like to get the agreement done and passed by all Boards.

Mr. Cordes informed the Board that in Phase 1, Sandy Cove progression, the contractor is asking for more time. The electrical panels need approved so the contractor can order them. In Phase 2 Chairman Walker stated the Country Club is fine with the lift station being placed on the triangle. Chairman Walker questioned the Board on having the engineer do a draft design plan for the triangle placement. The Country Club wants to see a drawing to show impact on the area.

Attorney Schmidt recommended waiting on the official approval of the land first. Chairman Walker requested Mr. Cordes do a simple drawing of what it will look like.

Mr. Cordes presented a Contractor pay request #1 in the amount of \$110,442.25 for approval.

**Board member Short moved to pay the request, seconded by Board member Graves. The motion carried.**

#### ACCOUNTANT

Mr. Thompson reported on the financial status of the District and reviewed the invoices for approval.

**Board member Stringer moved to approve the financial report and pay the invoices. Board member Short seconded the motion. The motion carried.**

#### ATTORNEY

Attorney Schmidt informed the Board the Honeysuckle easement is being worked on.

#### SUPERINTENDENT

Superintendent Jacobson updated the Board on the progress of the shop. The lot has been cleared and sewer and water lines are in.

#### BOARD

HARSB pay request was presented to the Board.

**Board member Stringer moved to approve the request, seconded by Board member Short. The motion carried.**

DEQ reimbursement request was then presented by Administrator Hagman.

**Board member Short moved to approve the reimbursement request, seconded by Board member Stringer. The motion carried.**

The Joint Powers Agreement was discussed and Attorney Schmidt feels there is no urgency to get the amendment approved. The Board discussed some of the edits made to the agreement and Attorney Schmidt will review further with the other attorney's. Mr. Windram clarified what ownership is and what each contributes.

Employee incentive increase was discussed. Board member Stringer suggested the incentive increase be discussed from now on with compensation. Board member Stringer asked to have the item placed on the January agenda for further discussion. Board member Graves felt the Board should give an increase this year and look at the incentive in the employee evaluations next year.

Chairman Walker agreed with the increase this year but not as high as last year and then discusses the incentive increase with the wages next year. Board member Short felt the increase should be tied to a percentage of the salary for this month.

Chairman Walker suggested an incentive increase for Administrator Hagman and Superintendent Jacobson of \$500.00, Assistant Administrator Laurie Robb \$ 250.00 and Operator Chris Seward \$350.00.

**Board member Short moved to go with Chairman Walker’s suggestion for the incentive increase. Board member Graves seconded the motion. The motion carried.**

ADJOURN

With no further business before the Board the meeting was adjourned at 5:45 p.m.

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Todd Walker, CHAIRMAN

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Lynn Hagman, ADMINISTRATOR