

HAYDEN LAKE RECREATIONAL WATER AND SEWER DISTRICT  
MINUTES OF REGULAR MEETING  
SEPTEMBER 11, 2013

CALL TO ORDER

Chairman Walker called the meeting to order at 9:00 a.m. Board members present were Ed Short, Ed Burke, Ed Graves and Carole Stringer. Attorney Mike Schmidt, Superintendent Dustin Jacobson, Steve Cordes and Ken Thompson were all present as representatives of the Board. Administrator Lynn Hagman recorded the minutes of the meeting.

Chairman Walker called for a moment of silence for 9/11.

AGENDA / MINUTES

**Board member Burke moved to approve the agenda, seconded by Board member Stringer. The motion carried.**

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

PUBLIC HEARING – AMENDMENT OF 2012-2013 BUDGET

At 9:03 a.m. Chairman Walker opened the public hearing to hear comments on the amendment of the 2012-2013 budget. There were no citizens present to speak and no written comments received. At 9:04 a.m. Chairman Walker closed the public hearing.

Ken Thompson explained the amendments to the budget, stating that the District will be receiving funds from DEQ for LID 7A and expending the same funds. **Board member Stringer moved to approve the amended budget, seconded by Board member Burke. A roll call vote showed: Board member Short, “aye”, Board member Burke, “aye”, Board member Graves, “aye” and Board member Stringer, “aye”. The motion was unanimously carried.**

ENGINEER

Steve Cordes from Welch Comer Engineers discussed the DEQ reimbursement and the updated budget status. Mr. Cordes explained the spread sheet for the LID 7A budget and where we are now in expenditures. **Board member Graves moved to approve the DEQ reimbursement, seconded by Board member Burke. The motion carried.**

Attorney Schmidt stated that he would like to make sure that Danielle Quade is reviewing the reimbursement requests. Chairman Walker questioned if Ms. Quade was hourly now or is her salary based on a percentage. Attorney Schmidt was not sure but will find out for the Board.

Mr. Cordes presented task order 13-06 for the Country Club lift station EID amendment in the amount of \$4,900. Mr. Cordes informed the Board that phase A lift station design work will be done in the winter months. **Board member Stringer moved to approve task order 13-06, seconded by Board member Short. The motion carried.**

Mr. Cordes discussed the sequence of events that will take place for the Canterbury Cove project. The work to be done for Mr. Schmutz was explained and Mr. Cordes pointed out that only the portion to be done this year will be from Lakeview Dr. to Friar Dr. There are possibly three homes at the condos that will be placed on pumps from taking out the Canterbury Cove lift station.

#### ATTORNEY

Attorney Schmidt discussed the easements for Mr. Schmutz and Mr. Anhood regarding the Canterbury Cove project. Attorney Schmidt explained the District's requirements for the easements. Board member Graves questioned the placement of a blue spruce with no height restriction. Board member Graves felt that it should be noted in the easement agreement that the blue spruce tree will not exceed 20' Attorney Schmidt recommended approval of the draft easements and agreements to present to the property owners. The Board agreed with the modification of the height of the blue spruce tree.

**Board member Stringer moved to authorize Chairman Walker to sign the final documents after the homeowners have signed. Board member Burke seconded the motion. The motion carried.** When the easements are completed, Superintendent Jacobson will start removal of the trees. Mr. Cordes informed the Board that there will be three quotes for the project for the next meeting.

**Board member Stringer moved to authorize the Chairman to facilitate the partial project from Lakeview Dr. to Friar Dr. Board member Burke seconded the motion. The motion carried.** Board member Stringer suggested before and after pictures for documentation.

#### EXECUTIVE SESSION

**At 10:00 a.m. Board member Stringer moved to recess to executive session per ID Code 67-2345 (1) (f) possible litigation. Board member Short seconded the motion. A roll call vote was taken; Board member Burke, "aye", Board member Graves, "aye", Board member Stringer, "aye" and Board member Short, "aye". The motion was unanimously carried.**

Present in executive session were Chairman Walker, Board members Short, Burke, Graves, Stringer, Attorney Schmidt, Administrator Hagman and Superintendent Jacobson At 10:15 a.m. the Board reconvened to regular session.

#### BOARD DISCUSSION

Chairman Walker reported on the Joint Powers Agreement meeting and updated the Board on the discussions they had. Some of the topics discussed were how many ER's are sold and having the second HARSB member fill in to vote in the absence of the first representative and approving the HARSB budget and any changes to it.

The service agreement between the Sewer District and the City of Hayden Lake was discussed. Chairman Walker informed the new Board members of the history of the District and the City having shared expenses. Board member Stringer voiced her concern with the services contract having some conflicts with the other water system contract. Board member Burke felt there should be one contract for all of the services.

Chairman Walker discussed call outs and felt that they should be separate from the designated 6 hours a month. Chairman Walker also felt that the on-call reimbursement should be part of the agreement as well. The Sewer District pays \$17.50 per day for on-call pay and the consensus of the Board is that the City of Hayden Lake should pay one-half of this. Chairman Walker informed the Board that he will meet with Mayor Beck and discuss these changes.

Board member Stringer discussed the codification of District Ordinances and policies of the Board. Board member Stringer stated that the District needs to have written policies and some policies may need to be put in ordinance form. Board member Stringer voiced her concern with policies that have been brought before the Board and then they do not appear on the agenda again for action to be taken on them.

Attorney Schmidt agreed that the District should have written policies and informed the Board that he will draft a tracking list of what is occurring with different situations. Board member Stringer suggested a meeting to look at all of the District Ordinances. Board member Graves suggested a committee of a couple of Board members should meet and review the ordinances. Attorney Schmidt will send the draft policies to Board member Stringer for review to determine what her thoughts or recommendations would be for tackling the policy decisions at a Board or committee level. Chairman Walker suggested the policies be sent to all Board members.

ADJOURN

**With no further business before the Board, at 11:15 a.m. Board member Graves moved to adjourn, seconded by Board member Burke. The motion carried.**

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Todd Walker, CHAIRMAN

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Lynn Hagman, ADMINISTRATOR