

**HAYDEN LAKE RECREATIONAL WATER AND SEWER DISTRICT
MINUTES OF REGULAR MEETING
AUGUST 26, 2015**

CALL TO ORDER

Chairman Walker called the meeting to order at 4:00 p.m. Board members present were Ed Burke, Ed Graves and Carole Stringer. Board member Short was absent. Superintendent Jacobson, Attorney Schmidt, Accountants Stephanie Sherman and Ken Thompson were present representing the Board. Jonathan Nielsen was present as a visitor.

AGENDA/MINUTES

Attorney Schmidt requested to have the attorney section moved up on the agenda so he would be able to attend another meeting on time.

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

Following review of the minutes of August 12, 2015, Board member Burke moved to approve the minutes as prepared, seconded by Board member Graves. The motion carried.

CITIZEN ISSUES

Jonathan Nielsen, 1826 E .St. James addressed the Board regarding a parcel at 1629 Miles Ave. Mr. Nielsen explained he has purchased the property and will be building a single family home there. The District records show there are 2 ER's on this parcel because at one time it was zoned for a duplex. Mr. Nielsen has requested one of the ER's be removed.

Attorney Schmidt informed the Council he had talked with Bond Counsel, Danielle Quade who says a property can only be assessed for what is benefited otherwise they cannot be assessed. Attorney Schmidt explained the District refund policy to Mr. Nielsen and felt that he would most likely be placed on this list.

ATTORNEY

Attorney Schmidt updated the Board on LID 7A and presented a draft of the Country Club easement and agreement for review. Edits to the agreement was discussed and Attorney Schmidt will make the changes and forward the new version to Board member Burke.

Attorney Schmidt informed the Board of a Covenant of Consolidation by Mr. Kravik that was filed with the District but never completed due to more information that was needed. Attorney Schmidt explained the situation of ownership of the two parcels and felt this consolidation will have to be put on hold for now.

A generic Reimbursement Request Release form was presented for review by Attorney Schmidt. Board member Stringer suggested incorporating this form into the District Customer Policy. Attorney Schmidt replied he did not want the District committed to one release for all instances. The Board reviewed the form and approved the use of it for reimbursement requests. Each request for payment or reimbursement from a property owner needs to be considered by the Board, after which it could better be determined if the "form release" is appropriate or whether a more formal and detailed agreement is required.

Attorney Schmidt then discussed the Consolidations that are pending. The Board questioned letting people relinquish their extra ER to the District, however, when LID 7A is assessed the District would have to pay the assessment on them. Attorney Schmidt stated the District is under no obligation to refund money for the extra ER's. This issue will be discussed at a future meeting.

ENGINEER

Superintendent Jacobson informed the Board the Thames Ct. by-pass easement and agreement has been signed and work has begun. The bids were opened on Tuesday and the low bid was for \$161,945 from Accelerated Construction and Excavating. There were four bids total received. The Notice to Award Bid was presented to the Board for approval.

Board member Burke moved to approve the bid for \$161,945 subject to DEQ approval. Board member Graves seconded the motion. The motion carried.

Superintendent Jacobson stated the Canterbury Cove LID funds will be used on the Thames Ct. project and the District will pay for the Canterbury Cove project.

Superintendent Jacobson informed the Board the Country Club is still in design phase and easement and agreement is being edited by Attorney Schmidt.

Road Construction North West is on their last lift station for the Phase A lift station project. Pay request #10 for Road Construction North West was presented to the Board in the amount of \$133,634.31.

Board member Burke moved to approve the pay request, seconded by Board member Graves. The motion carried.

The Board was informed that the bid opening for the Avondale project will be on September 9, 2015.

Superintendent Jacobson discussed the Rimrock Meadows subdivision and informed the Board they are underway with getting the water and sewer put in.

Report on Canterbury Cove, the gravity line has been run and some materials have been purchased. The agreement for installation of the sewer pump has been drafted and presented for review.

Board member Burke moved to approve the agreement, seconded by Board member Graves. The motion carried.

Superintendent Jacobson informed the Board that Operator Chris Seward, who has been gone for a month and should be returning to work on Monday has asked for Monday off. The Board approved the day off.

FINANCIAL REPORT

Stephanie Sherman reviewed the financial report and the invoices for payment.

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

Ms. Sherman reviewed the audit letter from Magnuson McHugh and stated the cost for the audit will be approximately \$6,500.

Board member Stringer moved to approve the audit letter, seconded by Board member Graves. The motion carried.

BOARD DISCUSSION/APPROVAL

The HARSB pay requests were presented to the Board for review.

Board member Stringer moved to approve the pay requests, seconded by Board member Graves. The motion carried.

Next, the DEQ reimbursement request in the amount of \$95,137.83 was presented to the Board.

Board member Graves moved to approve the reimbursement request, seconded by Board member Burke. The motion carried.

Todd Walker, CHAIRMAN

Lynn Hagman, ADMINISTRATOR

