

**HAYDEN LAKE SEWER DISTRICT
MINUTES OF REGULAR MEETING
JULY 11, 2018**

CALL TO ORDER

Chairwoman Stringer called the meeting to order at 9:00 a.m. Board members present were Ed Short, Ed Graves and Bill Meany. Also present were Ken Windram from HARSB, Attorney Schmidt, Steve Cordes from Welch Comer Engineers and Superintendent Jacobson, representing the Board and Steve Shepard as a visitor. Administrator Hagman recorded the minutes of the meeting.

AGENDA/CONSENT AGENDA

Board member Short moved to approve the agenda and consent agenda including the minutes of June 27, 2018, the invoices for payment and the May, 2018 financial report. Board member Meany seconded the motion. The motion carried.

UPDATE ON EASY ST.

Chairwoman Stringer moved the update report on Easy St. from the Superintendent Report section to be next on the agenda.

Superintendent Jacobson informed the Board he had met with Mr. Shepard at his home on Easy St. and informed the Board that he feels the solids did not come from Mr. Shepard's line. Mr. Jacobson feels that pressure from the new lift station and lack of use for several months in the winter is a contributor to the line getting plugged.

Chairwoman Stringer questioned when the pump and the lift station went on line and felt further investigation was needed as to why there was a plug. Superintendent Jacobson stated the plug in the line came from the District but he doesn't know why and that is what will need more investigation.

Mr. Shepard stated the sewer at his home has been inactive for 9 months every year and nothing has changed there, his concern is will it happen again. Mr. Cordes suggested shutting his line off; however, Mr. Jacobson did not feel this was a good idea. Attorney Schmidt suggested a notice to those who leave for the winter months. Chairwoman Stringer stated the District needs more answers and directed Mr. Jacobson to proceed with further investigation.

Mr. Shepard informed the Board that his deductible for the clean -up was \$2,283.00 and he is seeking reimbursement from the Sewer District.

HARSB BUDGET

Ken Windram, HARSB general manager, presented the 2018-2019 draft budget for HARSB. Mr. Windram informed the Board that for the IDPES permit the number of people per house hold is 2.4 and explained that the State of Idaho took over primacy for the permit. Mr. Windram reviewed the proposed budget starting with the Administration and pointing out there were no salary increases budgeted. Next, the Treatment Plant was discussed with Mr. Windram pointing out changes.

Mr. Windram reviewed the Land Application, O & M Treatment, Interceptor, Collector, Pretreatment and Entity testing with suggested changes also.

Next, the Replacement section of the budget was discussed with Mr. Jacobson questioning the amount the Sewer District is budgeted to pay versus the amount the City of Hayden is paying. Mr. Windram stated there may be a transposition of numbers between the two. Mr. Jacobson asked what HARSB was saving by not doing the District maintenance. Mr. Windram informed the Board there is no way to figure that out.

ENGINEER

Steve Cordes discussed the H1-D property and informed the Board if the District owns fee simple then the District has responsibilities and suggested a simple easement would be better. Chairwoman Stringer directed Attorney Schmidt to draft a permanent easement for H1-D.

ATTORNEY

Attorney Schmidt reviewed the revisions that were made to the employee contracts. Changes were made to the vacation time earned and carryover at the end of the year, clothing allowance, drug testing, and riders in the District vehicles. Attorney Schmidt will add new language to the drug testing section and the on-call section and then edit Robert Burns's contract for the vacation/holidays to be the same as Dustin's. The contracts will be placed on the next agenda for approval.

ADMINISTRATOR

Administrator Hagman presented the 2018 O & M Certification to the County tax rolls for approval. Board member Meany moved to approve the certification list, seconded by Board member Graves. The motion carried.

Next, the 2018-2019 proposed budget was reviewed with the Board. Administrator Hagman informed the Board she and Superintendent Jacobson worked on the budget together regarding the O & M and feels the funds is dispersed appropriately. The Board will be able to review the proposed budget and at the next meeting be prepared to make final changes if needed and approve the tentative budget.

At 11:40 a.m. Board member Graves excused himself from the meeting.

BOARD

Board member discussed the number of applications for the Board vacancy. Board member Meany will set up the interviews with Board member Short and bring their recommendation to the Board at the next meeting.

Board member Graves informed the Board he has researched the work orders and found Verizon Connect to be the best at a cost of \$100.00 per month.

SUPERINTENDENT REPORT

Superintendent Jacobson informed the Board of a repair done on Easy St. which took 33 hours. Mr. Jacobson is also researching the possible purchase of a camera product.

Mr. Jacobson discussed the reimbursement request made by Mr. Shepard. Chairwoman Stringer requested an executive session be placed on the next agenda regarding possible litigation.

ADJOURN

With no further business before the Board, at 12:10 p.m. Chairwoman Stringer adjourned the meeting.

Carole Stringer, CHAIRWOMAN

Lynn Hagman, ADMINISTRATOR