

**HAYDEN LAKE SEWER DISTRICT  
MINUTES OF REGULAR MEETING  
AUGUST 8, 2018**

CALL TO ORDER

Chairwoman Stringer called the meeting to order at 9:04 a.m. Board members present were Ed Short and Ed Graves. Board member Meany was absent. Attorney Schmidt, Superintendent Jacobson and Steve Cordes from Welch Comer were present as representatives of the Board. 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 July 25, 2018 and the invoices for payment. Board member Graves seconded the motion. The motion carried.**

ENGINEER

Chairwoman Stringer informed the Board she had drafted the letter to the Hayden Lake Country Club. Board member Short asked Superintendent Jacobson when the last time the RU's were looked at. Mr. Jacobson replied he thought it was around 2012 and explained when something changes, such as the new building at the Country Club; it triggers a re-visit of RU's. Chairwoman Stringer stated an invoice will need to be created for the cap fees on the new RU's and for the O & M amount. Chairwoman Stringer asked for a motion to authorize an invoice be created to be sent with the letter and to authorize the letter be sent. Board member Graves informed the chair that he would have to abstain due to being a member of the Hayden Lake Country Club and other club members asking him for advice on this situation.

Attorney Schmidt advised Board member Graves that if he feels this is a conflict of interest he can choose to abstain. After a brief discussion on conflict of interest, Board member Graves felt he could vote on sending the letter. Attorney Schmidt explained to the Board there are payment options for the Country Club outlined in the District Ordinance. Chairwoman Stringer stated the letter provides for rebuttal or mitigation.

**Board member Short moved to send the letter with the invoice for capitalization fees and O&M fees due. Board member Graves seconded the motion. The motion carried.**

ATTORNEY

Attorney Schmidt presented the H1-D draft easement and informed the Board he will be reviewing it with the City of Hayden attorney and then the Board can move forward with it. No parking signs at the lift stations were also discussed. Attorney Schmidt stated Idaho Code 49-1806 addressed signs and the District has the right to enforce no parking at the lift stations that may block entrance to it. Superintendent Jacobson explained there are only four lift stations where he would like to place no parking signs.

Next, Attorney Schmidt stated the employee contract have been finalized and are ready for adoption.

**Board member Short moved to approve the employee contracts for Dustin Jacobson and Robert Burns. Board member Graves seconded the motion. The motion carried.**

#### SUPERINTENDENT REPORT

Superintendent Jacobson informed the Board he had installed an air release valve at the Shepard residence on Easy St. and will run it for a week or two and compare to previous weeks. Chairwoman Stringer reminded the Board members of the request from Mr. Shepard for payment of his out of pocket expenses. The amount requested in Mr. Shepard's letter is \$2,883.65, however, in the minutes it was typed at \$2,283.00.

Attorney Schmidt suggested the Administrator call Mr. Shepard and clarifies the amount he is asking for and clarifies what the actual out of pocket expense was. Board member Short felt the District should only clarify the amount he is asking for and pay it with a signed release. Attorney Schmidt stated he could send a release form for Mr. Shepard to sign and offer him payment for what he is asking for and he can then pick up a check.

**Board member Short moved to send the release form with offer to pay, seconded by Board member Graves. The motion carried.**

#### COUNCIL DISCUSSION/ACTION

Chairwoman Stringer discussed the District's payroll system and felt there needs to be a reliable mechanism to prevent checks from getting deposited late. Board member Short felt the Administrator should be able to handle this situation.

#### ADJOURN

With no further business before the Board, the meeting was adjourned at 10:35 a.m.

---

Carole Stringer, CHAIRWOMAN

---

Lynn Hagman, ADMINISTRATOR