

NORTH LAKE RECREATIONAL SEWER & WATER DISTRICT

MINUTES

Public Hearing & Regular Monthly Board Meeting Friday November 12, 2021

10:00 AM Monthly Board Meeting

1. Call to Order at 10:05 am

2. Roll Call

Present were the following Directors: Kurt Holtan, Dave Parrish, Chris Renfro and John Sommerwerck (via telephone). Mike Lane was absent.

Also present were Cheryl Beach, Travis Pryor, Trever Oakey, Jason King of Keller Associates (via telephone) and Petitioners CP Shannon of North Lake Durham LLC and Tim Farrow of Mountain Waterworks.

PUBLIC HEARING

3. Discuss/Approval of Petition for Annexation:

Timber Creek Reserve an 81-lot (approximately 37.17 acres) development by North Lake Durham LLC as represented by CP Shannon and Tim Farrow. Preliminary plat approved by Valley County Planning and Zoning Commission. The District has not received any written oppositions from the public for this proposed annexation. Developer's intention is to break ground Spring of 2022. Developer has paid \$7,000 as a reimbursement to the District for preliminary engineering services and due diligence of capacity and impact studies.

Reports from Jason King (Keller Associates): There is currently capacity available for the proposed 81 lots for sewer and water. Specific to water, there are currently two wells on site. One as a fire pump and one as domestic water supply. Stand-by power will need to be added to the existing well building which was put in place in 2007, alarm systems will need to be upgraded and 12" lines for the fire flow. Current flows are 128,000 gallon per day. An additional 81 lots will use approximately 200,000 gallons and the existing systems were designed for 250,000 gallons per day. Pumps and wells were put in place in 2007. Keller did not physically inspect the wells or pumps for the evaluation. Information is based on hours of use. The Developer has also been accommodating in their plans and design of the project with the local Fire Department's needs for being able to service the additional 81 home sites. Specific to sewer and waste water, this proposed development would tie into the Fir Grove Lift Station and impact lift stations at P6 and P4 to the treatment plant. Fir Grove Lift station has two existing pumps with space for a third. One existing pump at the Fir Grove Lift station does need to be replaced to accommodate the needed capacity of the proposed 81 lots in addition to added power availability. P6 and P4 both currently have availability for the added capacity but also require the added power supply. There are currently no issues with velocity. The Developer

would be financially responsible for these needed upgrades to both pumps and power for water and sewer. Conditions of Annexation will be drawn up by Travis Pryor to be submitted to the District.

- a. Motion by Board – Discuss/Approval of annexation of Timber Creek Reserve. **ACTION ITEM:** Kurt Holtan Motions to approve annexation pending Conditions of Annexation completion and review. Roll Call vote: Kurt Holtan-yes, John Sommerwerck-yes, Chris Renfro-yes, Dave Parrish-yes. All in favor and Motion passed.
- b. Close Public Hearing and move to regular board meeting. **ACTION ITEM:** Dave Parrish Motions to adjourn Public Hearing at 10:25am.

REGULAR MONTHLY BOARD MEETING

4. Call to Order at 10:27am

5. Approval of minutes of preceding meetings

- a. October 8, 2021 **ACTION ITEM:** John Sommerwerck Motions to approve minutes.

6. Treasurer's Report:

- a. October 30, 2021 **ACTION ITEM:** Dave Parrish moved to approve the Treasurer's Report as presented.
- b. Cheryl Beach, District Treasurer: Employee annual pay increase discussion requested for December meeting to be in Executive Session.
- c. New banking account with Washington Federal should be ready by the end of the year. The bank is requiring double signature lines for checks to be written and required forms to be completed by signees. Dave Parrish pointed out that the current District Bylaws require that all five Board Members are to be signers for the bank accounts with two signatures required on checks. **ACTION ITEM:** Dave Parrish motioned to amend the Resolution to allow all five Board Members to sign on bank account and keep two signatures required on all checks written. The two signatures would be any of the five Board Members and the District Treasurer. Roll Call vote: Kurt Holtan-yes, John Sommerwerck-yes, Chris Renfro-yes, Dave Parrish-yes. All in favor and Resolution passed.

6. Operations Manager Report:

- a. Manhole repairs need to be addressed and responsible parties made aware. If the repair is needed within a Valley County owned/maintained road, it is likely our responsibility and if the repair is within a private road, it is likely the owner's responsibility according to the District's attorney.
- b. Next regular meeting Travis will present two petitions for annexation. Waiting on completed information and requests from developers; Donnelly 151 LLC (seeking 400-500 EDU's) and KM Engineering for Hess Property. Donnelly 151 LLC, Craig Groves, is seeking an amendment to include additional property with new partner, however, no formal request has been made at this time. This property is currently within the limits of Valley County. Groves stated he intends to utilize the City of Donnelly's water services.
- c. Developer Ken Roberts' Conditions of Annexation is in progress. He will be seeking compensation for the infrastructure he installed for a sewer mainline on Old State Hwy. Roberts stated that he paid for engineering, materials and installation of the infrastructure. This sewer infrastructure is currently not connected to North Lake infrastructure and is privately owned.

d. Tamarack modifications are coming, District waiting on them for more information.

e. Bill Rhodes has paid required fees and has been given a Conditional Will Serve letter. He has to build and install infrastructure and have it inspected/approved by District before tying in.

7. New Business:

a. No new business to report.

b. Members will review existing District Bylaws for discussion in Regular Monthly Board Meeting for January 2022. Cheryl Beach will compile any comments or changes from discussions and send to the District's attorney for review and document preparation.

8. Adjournment **ACTION ITEM:**

a. Motion by Board to adjourn: Chris Renfro motioned to adjourn meeting at 11:27am.