

NORTH LAKE RECREATIONAL SEWER & WATER DISTRICT

MINUTES

Regular Monthly Board Meeting

Friday

February 10, 2023

11:00 AM Monthly Board Meeting

1. Call to Order at 11:04am
2. Roll Call: The following directors were present: Kurt Holtan, Mike Lane (via telephone), Chris Renfro and Dave Parrish. John Sommerwerck was absent

Also present were Cheryl Beach, District Treasurer; Travis Pryor, District Operations Manager; and Amanda Vawter, Recording Secretary

Jason King was present to represent Keller Associates and had Jordan Crane on the phone for their portion of the meeting.

3. Approval of minutes of preceding meetings
 - a. January 13, 2023 **ACTION ITEM:** Chris Renfro motions to approve the minutes as presented and Kurt Holtan seconds. All in favor
4. Treasurer's Report
 - a. January 31, 2023 **ACTION ITEM:** Kurt Holtan motions to approve the report as presented and Mike Lane seconds. All in favor.
 - b. Briefing on FY 2022: Cheryl gave a brief overview of how the Fiscal Year of 2022 ended and where the budget stood. The District came out with a surplus of \$861,485.25 due to more than anticipated connections and developments. There were also a few large projects that were not able to be completed due to timing and contractor restraints. Those projects have been pushed to this year's schedule and budget. The board would like to have an action item added to the March meeting to move the remaining surplus funds, that will have a final number after the Audit on March 2, to the appropriate contingency funds for the FY 2024 Budget.
5. Operations Manager's Report
 - a. Power Systems West Service Agreement **ACTION ITEM** Travis asks that this be tabled until the March meeting as there has been some items that came up to negotiate with this contract before signing any final documents. Kurt Holtan motions to table the action item awaiting more information. Chris Renfro seconds. All in favor.
 - b. General Operations Update: The Tamarack lead and copper testing is going well and results are coming in showing that the water system is not a contributing factor the problem. The collections system are running okay. There have been many water complaints on all water systems about the iron and manganese. Travis is working with Keller associates on this as part of the Master Plan and a way to help with this ongoing problem. The water is being treated correctly but the water in our area is known for high levels of iron. Bryan Strong passed his land app test so Mike Black will no longer be used for his licensing on this matter. The headworks project is expected to be done and

useable by the end of the month. The timing of the reuse permit for DEQ is coming up quickly. Keller & Travis have sent in a letter if interest for ARPA funds to the state. They should have an answer in April on where the District ranked in the number of letters received.

6. Engineering Report

- a. Master Plan Update & Presentation by Keller Associates: Jason and Jordan present an update on the Drinking Water Master Plan. They showed the board what is seen as the impact area and where all of the District's water systems are currently performing. They also showed areas that need to be improved and how to make that work with future development and planned development.

7. New Business

- a. Discuss/Approve Resolution 23-01: Retention Schedule for Destruction of Records as per Idaho Code 50-907 **ACTION ITEM**: Amanda asked that this not be an action item as the resolution cannot be finalized until there is a list of documents to dispose of and that list cannot be made until the board look over a retention schedule. Kurt proposed that the office staff go through the boxes in the upstairs office and start with items classified as temporary. The board also suggested finding a company that can mass scan documents into a system for us to be able to have digital copies of files instead old paper copies. Kurt Holtan motions to table the resolution until such a time that a list can be made to attach to the resolution. Chris Renfro seconds. All in favor.

8. Executive Session – Request/motion by Board to go into Executive Session per Idaho Code Section #74-206 (1)(b) To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public-school student. **ACTION ITEM** at 12:40pm Kurt Holtan motions to go into executive session per Idaho Code 74-206(1)(b) for employee evaluations. Mike Lane seconds. A roll call vote was taken and all were in favor.

- a. Discuss/Approval of action resulting from Executive Session per Idaho Code Section #74-206 (1)(b) To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public-school student. **ACTION ITEM** executive session ended at 2:48pm. No actions were taken during executive session.

9. Adjournment **ACTION ITEM**

- a. Motion by Board to adjourn: Dave Parrish motions to adjourn and Chris Renfro seconds. All in favor. Meeting adjourned at 2:48pm