NORTH LAKE RECREATIONAL SEWER & WATER DISTRICT

**MINUTES**

**Public Hearing & Regular Monthly Board Meeting**

**Friday**

**March 8, 2024**

**10:00 AM Public Hearing**

1. Call to Order at 10:01am
2. Roll Call- The following directors were present: Kurt Holtan, Dave Parrish, Mike Lane, Chris Renfro and John Sommerwerck (via telephone)

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

Jason King of Keller Associates was also present via Zoom.

Present on behalf of Groves Family LLC was Craig Groves, Ben Groves, and Greg Tankersley.

**PUBLIC HEARING**

1. Discuss/Approval of Petition for Annexation:
   1. Motion by Board – Discuss/Approval of MacGregor Townsite Annexation for Parcel A.) 160 Acre Parcel located at the corner of Old State Rd and Loomis Lane, & Parcel B) 20.87 Acre Parcel located at Mesa Ln and Old State Rd. **ACTION ITEM** The intention is to have no more than 340 residential EDUs for Parcel A and an undetermined number of commercial EDUs. Parcel B does not have a definitive number of EDUs as of yet but is currently being considered for larger estate lots from .33 to 1 acre. Groves and his team are working with property owners on Spring Valley Road to finalize an easement to connect into the manhole on Spring Valley. The easement would be for water and sewer according to Groves and his engineer. They would loop the water system at Spring Valley and Old State Rd.

Jason King of Keller gave the engineers input on the potential impacts to the water and sewer systems in place already. The current water system has a dedicated 226 EDUs. The Drinking Water Master Plan included a well booster and a holding tank. There are sewer trunk lines available and there is also capacity available at the plant. There would be downstream improvements required. This would at the Fir Grove Lift Station, the Boulder Creek Lake Crossing and at P4 on Patty Drive. Fir Grove’s water system would also be upgraded to current IDAPA code. All of these requirements and more would be discussed and finalized in the Conditions of Annexation.

The current residents in the area would see an improvement to current water pressure rates and would see no impact to sewer. A sewer lift station would need to be added to the property being added.

Chris Renfro moves to approve the Petition for MacGregor Townsite Annexation Parcel A & Parcel B pending approved Conditions of Annexation. Mike Lane Seconds. A roll call vote was taken, Director’s Holtan, Lane, Renfro, and Sommerwerck voted in favor and Director Parrish voted against due to lack of detail for the EDU usage from the developer.

Close Public Hearing and move into regular board meeting. **ACTION ITEM** at 10:41am John Sommerwerck moved to adjourn the Public Hearing and Dave Parrish seconded. All were in favor.

A ten-minute break was taken

**REGULAR BOARD MEETING**

Back in session at 10:52am

1. Approval of minutes of preceding meetings
   1. February 9, 2024 **ACTION ITEM** Dave Parrish motions to approve the minutes as presented and John Sommerwerck seconds. All in favor.
2. Treasurer’s Report
   1. February 29, 2024 **ACTION ITEM** Mike Lane motions to approve the treasurer’s report as presented and Kurt Holtan seconds. All in favor.
3. Engineer Report: Silas Connelly of Keller joined Jason King via Zoom
   1. Engineering Task Order 11: SCADA Scope Review **ACTION ITEM** The Task Order would include a cellular study at each site and will tell if cellular is a viable option or if an antenna is needed. There are existing control panels that have an older version of SCADA that has not been used in some time. The report will summarize different costs at each site plus components required. The system would be accessible from approved computers or smart phones to acknowledge alarms and set alarms.

It would require meeting a handful of times to train the operators on how to operate the new system. The program can be tailor made to the District’s wants and needs.

The program is called Ignite. It is a subscription software. It would be downloaded to a designated computer at the plant and possibly another at the District’s discrepancy to protect it from malware. The only other access points would be alarm only access from smart phones. The total for the Task Order is $71,740. This does not include the software or the installation of the chosen cellular or other components. This project was not in the budget for FY 24. Kurt motions to table this item until we hear back from the auditor and get bids for the lagoon project, at least June. Chris Renfro seconds. All in favor.

1. Operations Manager’s Report
   1. General Update: DEQ has received and commented on both master plans. The main feedback has been cleanup. It is expected to have the DEQ approved versions of each master plan back in the next month or two.
   2. Employee Compensation/ Water Treatment Operator Class I **ACTION ITEM:** Job Burton has completed his Water Treatment Operator Class I Licensing. Travis has proposed a raise for his new licensing. Kurt would like to move the discussion on this to executive session
2. Old Business
   1. Discuss the presented Policy for Annexation with Staff and Board for input. After receiving feedback from the attorney all edits will be made for a final draft to be reviewed and voted on at the April meeting.
   2. Emergency Standby and Response “On-Call” Policy **ACTION ITEM** Waiting for feedback from ICRMP and tabled to April meeting.
3. 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 or individual agent or public-school student. **ACTION ITEM** Dave Parrish motions to enter 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 or individual agent or public-school student. John Sommerwerck seconds. All in favor. Executive session started at 12:02pm.
   1. 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 or individual agent or public-school student. **ACTION ITEM** the meeting was called back to order at 12:42pm.
   2. Dave Parrish motions to increase Job Burtons salary $1/hour retroactive to March 1, 2024 based on Water Treatment Operator Class I licensing. Kurt Holtan seconds. All in favor.
   3. Chris Renfro moves for administrative staff Trever and Amanda to receive $2/hour increase in hourly compensation based on their competency and performance levels retroactive to March 1, 2024. Kurt Holtan seconds. All in favor.
4. Adjournment **ACTION ITEM**
   1. Motion by Board to adjourn: John Sommerwerck Motions to adjourn and Mike Lane seconds. All in Favor. Meeting adjourned at 12:46pm