

NORTH LAKE RECREATIONAL SEWER & WATER DISTRICT

MINUTES

Public Hearing & Regular Monthly Board Meeting

Friday

August 14, 2026

1. Call to Order at 10:04am
2. Roll Call: The following directors were present: John Sommerwerck, Chris Renfro, and Michael Swanson. Dave Bruce and Julie Suttter joined via zoom.

Also present were: Cheryl Beach, District Treasurer; Travis Pryor, Operations Manager; Amanda Vawter, District Recording Secretary; and Kurt Holtan, Board Advisor

Michelle Basye and Leon Renz were present for the Gestrin Grove annexation discussion. Bill Punkoney, White Peterson Attorneys, joined the meeting at 10:34am for the Open Meeting Law presentation and left at 11:45am after the presentation and the discussion on the City of Donnelly annexation

PUBLIC HEARING

3. 2026/2027 BUDGET HEARING & ADOPTION
 - a. Open 2026/2027 Budget Hearing. **ACTION ITEM**: Chris Renfro motions to open the 2026/2027 budget hearing. Mike Swanson seconds. All in favor.
 - i. Staff presentation on proposed budget. John noted that the budget had been discussed openly over previous meetings.
 - ii. Public input on proposed budget. No written commentary received. No Public commentary was given
 - b. Close 2026/2027 Budget Hearing. **ACTION ITEM** Mike Swanson motions to close the public hearing. Chris Renfro seconds. All in favor closed at 10:08am.
 - c. Discussion and Approval of the 2026/2027 Budget **ACTION ITEM**: Julie Suttter moves to accept the 2026/2027 North Lake Sewer & Water District budget. Dave Bruce Seconds. All in favor.
4. Discuss/Approve Petition for Annexation:
 - a. Motion by Board – Discuss/Approval of annexation of Gestrin Grove Subdivision on the corner of Gestrin Rd and West Roseberry Rd. **ACTION ITEM**: The original lot is part of a subdivision that was never part of the Sewer District. It lays parallel to Gestrin Road which has a main sewer line that runs along it serving lots with a special service agreement from 2003. The intention is to connect the subdivided lots to the main line. There will be 4 lots total when the lots are annexed. The engineers will look at the viability of this option. There will be private wells and only sewer will be provided. They will be small lots with small structures. There were no questions for the petitioners or staff. Chris Renfro moves to approve the petition for annexation and Mike Swanson seconds. All in favor.
 - b. Close public hearing and move into regular board meeting. **ACTION ITEM**: Chris Renfro moves to close the public hearing portion of the meeting and John Sommerwerck seconds. All in favor.

REGULAR MONTHLY BOARD MEETING: Started at 10:17am

5. Bill Punkoney- Present Open Meeting Law to Board and Staff moved to after treasurer's report discussion while waiting for Bill to join.
6. Approval of minutes of preceding meetings:
 - a. July 10, 2026 **ACTION ITEM**: Chris Renfro moves to accept the minutes as presented. And Dave Bruce seconds. Julie Suttter abstained from voting due to being absent from the previous meeting. Everyone else was in favor.

7. Treasurer's Report:

- a. July 31, 2026 **ACTION ITEM**: Julie Switter motioned to accept and Dave Bruce seconded. All in favor
- b. Cheryl asked the board for permission to have a celebration for Robert Martin's retirement on August 31. Robert has worked at the District for 21 years. All board members agreed it would be a great idea and that they would attend if available.
- c. Discuss/Approve method of ACH approval **ACTION ITEM**: The board discussed an issue where payroll ACH approval was missed, causing employees to receive paychecks later than expected. Both short-term and long-term solutions were explored. A short-term fix was determined where the check signer (John or Chris) will come in at 1pm on payroll days to sign checks in order for payroll to be processed accordingly and if it is the same day as payables, they will come back to sign them if they are not ready at the same time. The board authorized Dave Bruce to work with Cheryl and Amanda to find a long-term ACH approval solution. No policy change was made so no action was required.

8. Bill Punkoney- Present Open Meeting Law to Board and Staff: Legal counsel Bill Punkoney presented an overview of Idaho Open Meeting Law, followed by a Q&A session addressing specific questions raised by the board. The presentation noted that board members should avoid all forms of deliberation outside of noticed meetings. Also, staff may transmit information but should not facilitate discussion or decision-making among board members outside of meetings. All board members have equal value and standing and should have equal opportunity to participate in decisions. Kurt asked about the scope of board involvement in operational matters. Bill Punkoney agreed boards should not be operational but noted that where there is no District Administrator, some additional board supervision may be appropriate if the board defines and authorizes the scope. Bill brought to light a term called "ultra vires". It is a Latin phrase that means "beyond the powers". When an organization is formed, its governing rules state what it can and cannot do. These include a company's articles of incorporation, bylaws, or a government's constitution. If the group or its leaders perform an action not allowed by these rules, the action is ultra vires. Bill recommends that when it comes to certain matters a board member with distinct knowledge of the matter may be appointed to deal with the situational items from time to time. Chris Renfro asked whether he needs to recuse himself from the City of Donnelly voting matters. Bill Punkoney indicated likely no recusal is needed for discussion (he is part of a large group equally affected), but committed to researching the question before any final vote. John asked what the process should be going forward when it comes to determining whether legal counsel or consultants are needed to attend meetings. Bill recommended the board should formally authorize specific individuals (staff or board members) to invite legal counsel or take on defined tasks outside of meetings.

9. Old Business:

- a. Discuss/Take Action on City of Donnelly Cost Split Proposal **ACTION ITEM**: This topic was moved to discuss at this time while the attorney was still present to answer questions. The board discussed the City of Donnelly's proposed 50/50 cost split for the annexation feasibility study (Keller Associates engineering fees of \$77,400 and legal fees estimated at approximately \$13,000). The board did not accept the split proposal and will not offer a counter proposal at this time. Chris Renfro motions for Dave Bruce, Kurt Holton, and Travis Pryor to be authorized to engage the City of Donnelly, and seek clarification on the basis for the 50/50 proposal, and conduct internal fact-finding before any counter is made. Mike Swanson seconds. All in favor.

10. Operations Manager's Report:

- a. General Operations Update
- b. Well 12 Update: Well 12 is completed. The District has legally acquired the well. The east fence has been addressed. Water rights discussions with Scott Turlington and Jason King are ongoing due to Tamarack's state lease complicating the water rights. Travis Pryor is comfortable with the District's water availability but continues negotiations. Well 12 connection enabled will-serve letters to be issued; approximately 15–20 permits have been pulled in the past week, including for the pool.
- c. Tamarack Falls Estates Update: Conditions of annexation are not yet ready. DEQ issued strong enforcement action against the developer's contractor. Travis Pryor expressed more confidence than previously that the project can move forward.
Travis was asked about the Mountain View RV Park project. The on-site collection system (not owned/maintained by the District) feeds into a holding system, the developer pays to transport

waste to the District. Keller Associates conducted an inspection the morning of the meeting to assess whether the lift station is viable for tie-in to the District's pressure mains, targeted for approximately one week from the meeting date. The developer had attempted to proceed without permission; the District is monitoring this very closely.

11. Old Business:

- a. Discuss/Take Action on City of Donnelly Cost Split Proposal **ACTION ITEM**: Discussed earlier in the meeting
- b. Developer Reimbursement Policy Discussion **ACTION ITEM**: There has not been any progress on this and it has been tabled to the next meeting.
- c. Discuss/Approve Resolution for Easement Misalignment on Railroad Right-of-Way (Barton Property) **ACTION ITEM**: Travis has been in contact with Shawn Barton but he was out of town for several weeks so Travis was unable to complete the task. This was tabled to the next meeting
- d. Resolutions from previous meetings:

12. New Business:

- a. Discuss/Approve method of Board Member follow-up for Action Items they are supposed to take care of following board meetings **ACTION ITEM**: Amanda noted that she is able to send out the targeted action items to each board member after the meetings pertaining to what they have to accomplish prior the next meeting. No action was taken as this will be a trial run until the next meeting
- b. Next Meeting is September 11th – Chris Renfro will not be present for the next meeting and Julie Suitter may be present via zoom dependent on travel availability.

13. Adjournment

- a. Motion by Board to adjourn **ACTION ITEM**: Chris Renro motions to adjourn the meeting and Mike Swanson seconds. All in favor. Meeting adjourned at 12:12pm.