

# Coolin Sewer District

## January 4, 2022

### Board Meeting

Directors of the Coolin Sewer District met on Tuesday, January 4, 2022, at 8 AM. Those present: Jake Copeland, Paul LaCasse, Janet Langley, Bob Brown, Clerk/Treasurer, Mary Meek; maintenance personnel, Chris Morris, and Tom Holman; district engineer, Dan Larson; Jim Morse, Dallas Gray, Dana and Bill Papesh, Cory Yost, Jeff Merkley. Jake called the meeting to order at 8 AM.

#### **BOARD GOVERNANCE**

A motion was made by Janet to approve Jim Morse to come on board as a director. The motion was seconded by Bob and carried.

#### **UNFINISHED BUSINESS**

A motion was made by Paul to approve the minutes of the previous meeting, payment of bills and Treasurer's Report. The motion was seconded by Bob and carried.

#### **PUBLIC COMMENTS**

Mike Budig sent an email stating he won't be at the meeting because he was exposed to Covid. Bill Papesh came to the meeting to speak for Mike. Bill will show a video of the running water from LS2. It was running from the pump tank to machine room and out the door. It reinforces a study on the design of the system. Bill thinks the ongoing odor problems is due to leakage which is why they want to continue with the moratorium until all studies come in.

#### **NEW BUSINESS**

Dallas Gray came to the meeting requesting a will serve letter for the Fire Dept. They have a 3.9-acre parcel acquired in 2014 is awaiting approval from the county to sell the ½ acre at the southern end of the property. the district has training and facility storge but have been held up with the boundary line that is there. They would like to do a minor land division on ½ acre for expansion of the building and will need sewer. He needs a will serve letter for the 3.9 acres minus ½ acre. The board stated that it could be considered commercial. The board will email Dallas Resolution 06-01 and table the decision on the will serve letter.

Dan Ahlefeld requested a will not serve letter. He is out of district boundaries but within 200 feet of the mainline. The board asked Mary to send the letter to Panhandle Health.

Cory Yost came to the meeting stating he needs a will serve letter. The board stated that we sent him out a will serve in May. Mary stated she will resend the will serve letter.

#### **OFFICER AND COMMITTEE REPORTS**

The board discussed the independent study, and a motion was made by Paul to hire Welch Coomer to complete the independent study on capacity. The motion was seconded by Bob and carried.

The board discussed finding a permanent solution to the odor problem at LS2. This has been an ongoing problem and needs to be taken care of. Chris Morris stated he will do soil remediation by taking out all the soil and put new soil in to try and remedy the problem.

The board discussed filling Mary's position and they will discuss this in executive session.

### **ENGINEER'S REPORT**

Dan discussed the debate between LID is an ERU's and the auditing of the lots available, and capacity and that is why we are having an independent study. Jeff Merkley is doing the audit on LID list and multiple land divisions and the state lease lots.

### **MAINTENANCE REPORT**

Chris stated at the Strait residence a foreign object was stuck in the pump, but the pump was savable. Chris replaced the contacts of the controller at Rod Williams. Chris will have RC Worst come up and check LS 2. BDM had broken fittings on the pump and Chris replaced them. Chris is awaiting the contacts so he can replace them at McEwan's and Douglass' residence. The contacts at Blue Diamond Marina were replaced due to a broken fitting. Generators were discussed and we are awaiting a bid from Bellah's. Steve Stoinak's bid came in at \$68k for the generators. The board would like to move the road at LS2 because people go through the parking lot. The board will write a letter to the IDL to explain what we are going to do.

A motion was made by Jim Morse to go into executive session. The motion was seconded by Paul LaCasse and carried. Roll call: Jacob Copeland, Paul LaCasse, Janet Langley, Jim Morse, Bob Brown. A motion was made by Bob to come out of executive session. The motion was seconded by Paul and carried. No further business was discussed, and a motion was made by Bob to adjourn the meeting at 9:30 a.m. The motion was seconded by Janet and carried.

Submitted by,

Jordan Brooks  
Clerk/Treasurer  
Coolin Sewer District

# Coolin Sewer District Public Hearing

January 28, 2022

The Directors of the Coolin Sewer District held a hearing on January 28, 2022, at 8 AM: Those present were Jacob Copeland, Paul LaCasse, Robert Brown, and Jim Morse. Also, present maintenance supervisor Chris Morris, Clerk/Treasurer Jordan Brooks, and Attorney Thad O'Sullivan.

Patrons spoke regarding the sewer system's current capacity as well as the proposed continuation of the moratorium on certain new connections. Those that spoke include Dallas Gray, Amy Anderson, Mike Budig, Matt Rudolf, Dana Papesh, and Kelly (last name not given).

Thad read patron emails that were in support of the moratorium for certain new connections.

A motion was made by Paul LaCasse to Adopt Resolution 22-01 to Ratify and Continue Moratorium adopted October 5, 2021. The motion was seconded by Robert Brown and carried.

No further business was discussed, and the hearing was closed at 8:22 AM.

Submitted by,

Jordan Brooks  
Clerk/Treasurer  
Coolin Sewer District

# Coolin Sewer District

## Board Meeting

February 1<sup>st</sup>, 2022

The directors of the Coolin Sewer District met on February 1<sup>st</sup>, 2022, at 8 AM. Those present were Chairman Jacob Copeland, Vice Chair Paul LaCasse, Directors Janet Langley, Jim Morse, and Robert Brown. Also, present maintenance personnel Chris Morris and Tom Holman, Clerk/Treasurer Jordan Brooks, Mary Meek, and Attorney Thad O'Sullivan. As well as Civil Engineer David Cooper with 7B Engineering. Community members that were present included John Stockton, (Name? see sign in sheet), Cory Yost, John Mandere, Brad Wagner, Ryan Wagner, Mike Budig, Dallas Gray and Bill Papesh. Jacob called the meeting to order at 8 AM.

Jacob read the previous month's minutes. A motion was made by Paul to approve the minutes, bill payments and Treasurer's report. The motion was seconded by Jim and carried.

### **NEW BUSINESS**

Mike Budig asked about the study results from the 3<sup>rd</sup> party engineer and if the results would be shared. He stated that he didn't receive all the records he requested last fall. He also reminds everyone that there should be no hookups granted outside of the LID list.

Dallas Gray discussed the 3.9 acres owned by the fire department, an encroachment issue with the car wash, and that they need a will serve letter for public sewer.

Cory Yost stated that he purchased land on Sherwood Beach Road and asked for a will serve letter in May of 2021, he thought he would receive that in July of 2021. He is now at a standstill with Bonner County without a will serve as there is only 1 LID on the lot.

Jake told Cory the district can will serve on the 1 LID, but no further until the 3<sup>rd</sup> party study is complete. Mary said the board never motioned to approve the new lots for any will serves.

Thad stated that the Welch Comer study could take anywhere from 8 to 14 weeks.

Bill Papesh discussed pump station 2 and the history of the obnoxious odor since the 2000's. He said he crafted a letter to Chris Warren in 2009 about the odors. He also talked about a leak at pump station 2 in 2017. Water was running out the door and he called 5 board members and could not get a hold of any of them. He was finally able to get a hold of a west sider at another district for help. He stated that in 2020 he came to a board meeting to talk about the odor, filters, and caps. He also stated another concern is the moisture around the parking lot. He assumes that EPA was contacted as well as DEQ. He would like more transparency.

The board discussed the will serve letter for the Langley shop. It has been annexed into Merles lots, a non-participating LID fee was paid pre moratorium. The original will serve for the 14 lots was on March 5<sup>th</sup>, 2015.

Thad read the Welch Comer agreement. Jim motioned to approve the agreement with Welch Comer. The motion was seconded by Paul and carried.

Jake asked Mike Budig what public records requests he still needs. Mike said he still needs the minutes from the 10/5/21 board meeting. Thad said that he copied what was given to Welch Comer and that was sent to Mike's attorney.

John Stockton asked if the 3<sup>rd</sup> party study will detect seepage. David stated that it is all inclusive.

**ENGINEER REPORT**

David Cooper with 7B Engineering stated they have sent in to DEQ the facility planning grant for system updates on 1/14.

**MAINTENANCE REPORT**

Chris said there was 1 service call at Phil Mack's, and it wasn't our issue. They had blockage issues. He found a work pickup; it will need a job box so the tank can be inside the box and/or bed. He doesn't know the pricing for fabrication yet. The pickup is a Roubideaux Motors.

Jake stated we need another bid for generators. Janet asked Chris to reach out to Bellah again as well as someone in Spokane or CDA.

Thad told the board that to approve the pickup purchase we will need to have a Special Meeting with that listed as an ACTION ITEM.

No further business was discussed. Jim made a motion to adjourn the meeting. The motion was seconded by Bob and carried.

Submitted by,

Jordan Brooks  
Clerk/Treasurer  
Coolin Sewer District

# Coolin Sewer District

## Special Meeting

February 3<sup>rd</sup>, 2022

The directors of the Coolin Sewer District met for a special meeting via tele-conference on February 3<sup>rd</sup>, 2022, at 3:30pm. Those present at the district office include Chairman, Jacob Copeland, Vice Chair Paul LaCasse, and Maintenance Supervisor Chris Morris. Those present via teleconference were Directors Janet Langley, Bob Brown, and Jim Morse. Also present via tele-conference was Clerk/Treasurer Jordan Brooks and Attorney Thad O'Sullivan. Jake called the meeting to order at 3:32pm.

A motion was made by Paul to approve the additional funds needed to purchase a used work pickup. The motion was seconded by Janet and carried.

The board discussed the pickups that were available and the pros and cons of each one. All were in favor of the 2013 F-350 Super Duty. Janet made a motion to purchase the Ford. The motion was seconded by Jim and carried.

The board briefly discussed bids for servicing generators and if anyone had found more information. Selkirk Power was mentioned.

No further business was discussed. Paul made a motion to adjourn the meeting at 3:42pm. The motion was seconded by Jim and carried.

Submitted by,

Jordan Brooks  
Clerk/Treasurer  
Coolin Sewer District

# Coolin Sewer District

## Board Meeting

March 1, 2022

The Coolin Sewer District Board of Directors met at 8 AM on March 1<sup>st</sup>, 2022, at the Coolin Civic Center. Those present were Chairman Jacob Copeland, Vice Chairman Paul LaCasse, Directors Jim Morse, Robert Brown, and Janet Langley. Also present: Maintenance personnel Chris Morris and Tom Holman, Clerk/Treasurer Jordan Brooks, District Engineer Dan Larsen, and the District's Attorney Thad O'Sullivan. Community members present include Bill Papesch, Brad Wagner, Ryan Wagner, and Dallas Grey. Jake called the meeting to order at 8 AM.

### **OLD BUSINESS**

Jacob read the January 28<sup>th</sup> public hearing minutes. Bob motioned to approve the minutes, the motion was seconded by Paul and carried. All were in favor.

Jacob read the February 1<sup>st</sup> regular board meeting minutes. Jim motioned to approve the minutes, the motion was seconded by Janet and carried. All were in favor.

Jacob read the February 3<sup>rd</sup> special meeting minutes. Paul motioned to approve the minutes, the motion was seconded by Jim and carried. All were in favor.

A motion was made by Jim to approve the bill payments and Treasurer's report, the motion was seconded by Janet and carried. All were in favor.

### **NEW BUSINESS**

Mary Meek needs to be removed as a signer from the P1FCU savings account and Jordan Brooks needs to be added as a signer on the account. Jim motioned to approve Mary being removed and Jordan to be added. The motion was seconded by Paul and carried. All were in favor.

The board discussed the directors' compensation. Per Idaho Statue section 42-3209, "Each member of the board shall receive as compensation for his service a sum not in excess of one hundred dollars (\$100) per meeting, payable monthly." A motion was made by Jim to change the directors' compensation schedule from an annual paycheck to a monthly paycheck, without any quarterly usage assessment fees deducted. The motion was seconded by Janet and carried. All were in favor.

The board discussed the \$100 transfer fee to title companies and realtors. They confirmed it's per parcel, not overall sale. Dallas Grey stated this is a very normal fee for us to be charging.

Jake asked Chris if he had received any information on tanks for the service pickup. Chris didn't have any information yet.

### **ENGINEER'S REPORT**

Dan stated that he sent in the annual report to IDEQ, and we are waiting for confirmation that they received it.

### **MAINTENANCE REPORT**

Chris said he had 4 service calls: Clayton's, Matt Alice, Randy Phelps, and a Rocky Point customer. Randy Phelps had a bad pump and Chris replaced it. Rocky Point had a breaker trip, but everything was fine. Selkrik Power went through the lift stations so they can give us a bid on generators. North Idaho Key re-keyed the lift stations as well. Chris also took the old service pickup over to Pete at the service station to have some repairs. He asked Pete about tires for the new service pickup too.

No executive session. Jim made a motion to adjourn the meeting at 8:55AM. The motion was seconded by Bob and carried.

Submitted by,

Jordan Brooks

Clerk/Treasurer

Coolin Sewer District



# Coolin Sewer District

## Board Meeting

April 5, 2022

Directors of the Coolin Sewer District met at 8am on Tuesday, April 5, 2022, at the Coolin Civic Center. Those present were Jacob Copeland, Paul LaCasse, Janet Langley, Bob Brown, and Jim Morse; maintenance personnel, Chris Morris, and Tom Holman; district engineer, Dan Larson; and clerk/treasurer, Jordan Brooks. Community members that were present included Dallas Gray, Bryan Riegel, Mike Courteau, John Budig, Randy Absalonson, Mike Budig, Ryan Yob, Jaime Yob, Colleen Wilson, Jeff Merkeley, Brad Wagner, and Ryan Wagner. Jacob called the meeting to order at 8:04am.

### UNFINISHED BUSINESS

Jake read the minutes from the previous meeting and a motion was made by Jim to approve them. The motion was seconded by Janet and carried. All were in favor.

A motion was made by Paul to approve bill payments and the treasurer's report. The motion was seconded by Janet and carried. All were in favor.

### NEW BUSINESS

Jordan went over the cost to set up a hosted payment page with Heartland Payment Systems. Initial set up of the portal will cost \$99 and the monthly fee will be \$28.50. This will allow customers to pay quarterly fees with a debit or credit card. The customer will pay a convenience fee on top of their assessment fees if they choose this option. Check, cash, or money order will remain as other payment options. A motion was made by Jim to approve the online payment portal. The motion was seconded by Janet and carried. All were in favor.

Jordan requested approval to apply for a credit card at STCU to purchase office supplies. A motion was made by Paul authorizing Jordan to get a credit card from STCU. The motion was seconded by Jim and carried. All were in favor.

The board reviewed a building location permit that was sent in by Carl Fry. After looking the documents over, the board agreed there was not enough information about the project to sign off that day. Jake directed Jordan to get more information on the project from Carl and/or Bonner County. Once they have more information, they will sign off that we got notification of this project.

Colleen Wilson with the Coolin Cavanaugh Bay Fire Department requested a will serve letter (or an approximate time frame/good faith effort) for when they could receive a will serve letter, for the section of land the fire department is intending to sell. The board discussed this and stated they are not able to issue a will serve until the capacity analysis is complete and reviewed. Once the study is complete, they can revisit the request.

Chris stated he needs a pipe rack, storage rack, tank, and signage for the new service pickup. After discussing, Chris was directed by the board to obtain quotes for fabrication and signage so they can vote at the next meeting.

A motion was made by Jim to get the transmission on the pump truck serviced. The motion was seconded by Janet and carried. All were in favor.

The board directed Chris to remove the stickers from the 1993 Chevy service pickup, have it detailed and look up market value. Once that is done, it can be put up for sale.

Chris stated that the maintenance shop/office parking lot is a muddy mess, as well as the lagoon road and both need to have repair work done. The board directed him to get quotes from local excavators for what work needs done and pricing. They will revisit this at the next meeting.

Chris also stated that the roof at lift station 1 needs to be repaired. It has had a leak that also ruined the heater. It's had multiple quick fixes, but it's time for a better repair. He had some samples of roof material and will get more info and pricing for the next meeting.

Jordan stated that the John C. Young family reached out to her regarding the assessment charges and how it was broken up on their bill. The family would like to know which property each assessment is for. There are multiple parcels, and they are all listed in John C. Young's name in the district's records. They need to be updated now that certain parcels have been given to other family members and they would like to be billed separately. Chris told the board that he had taken one tank out of commission 2 years ago. Jordan was directed to get more information on what the family had originally been assessed as well as what they paid in to the LID. With that information we can accurately divide up the assessments for the family.

#### ENGINEERS REPORT

Dan gave a bit of background on his career for the current board and answered multiple questions from patrons that attended the meeting. He explained the process of system hookup and approval with IDEQ. He also talked about the customer list they [7B Engineering] have been working on digitalizing for the district. He stated there are some parcels that they need more customer information on. Jeff Merkeley will meet with Jordan and Chris to piece things together.

#### MAINTENANCE REPORT

Chris had RC Worst come and pull 1 of the pumps at lift station 2, it sounded like a bearing issue. They were going to take the pump to Premier Electric for repair. John Larson had bad pump contacts and Chris replaced them. Mike Wodelman also had bad pump contacts that needed to be replaced. Dan Garske had a bad pump and Chris replaced it. Greg Scott's pump floats were caked up. Chris cleaned them up and everything is working well now. There was a leak at Darrin Davidson's. Chris was headed to repair it right after the meeting and will have more details at our next meeting.

No executive session. Jim made a motion to adjourn the meeting. The motion was seconded by Bob and carried. The meeting ended at 9:43am.

Submitted by,

Jordan Brooks  
Clerk/Treasurer  
Coolin Sewer District

**Coolin Sewer District**  
**Special Meeting**  
**April 14, 2022**

The directors of the Coolin Sewer District met at 9am on April 14, 2022, at the district office. Those in attendance were Jake Copeland, Paul LaCasse, Jim Morse, and Robert Brown. Also present was Chris Morris, Jordan Brooks, and Robert with Selkirk Power Generation. Jake called the meeting to order at 9:01am.

Estimates for standby generators were supplied by Selkirk Power Generation, Bellah's Custom Homes, and NW Power Systems. After evaluating each of the estimates, the directors were all in favor of purchasing the generators from Selkirk Power. Jim motioned to accept the bid from Selkirk Power Generation, the motion was seconded by Paul and carried. We will need to choose a propane company to purchase tanks from at the next meeting. No further business was discussed. Paul motioned to adjourn the meeting. The motion was seconded by Jim and carried. The meeting ended at 11:06am

Submitted by,

Jordan Brooks  
Clerk | Treasurer  
Coolin Sewer District  
208.290.3318

# Coolin Sewer District

## Board Meeting

May 3<sup>rd</sup>, 2022

The directors of the Coolin Sewer District met on Tuesday, May 3, 2022, at the Inn at Priest Lake. Those present were Jake Copeland, Paul LaCasse, Jim Morse, Bob Brown, and Janet Langley. Also present include Chris Morris, Jordan Brooks, Thad O'Sullivan, Dan Larson, and Tom Holman. The sign in sheet listing community members present is attached. Jake called the meeting to order at 8:03.

A motion was made by Paul to adopt the amended agenda. The amended agenda included a new action item to vote on propane companies. The motion was seconded by Jim. All were in favor.

### UNFINISHED BUSINESS

Jake read the minutes from the April meetings. Paul made a motion to approve the April 5<sup>th</sup> & April 14<sup>th</sup> minutes. The motion was seconded by Janet and carried. All were in favor.

The treasurers' report and bill payments did not get approved at this meeting. See May 17<sup>th</sup> minutes for the approval.

### NEW BUSINESS

Public comments were received from Bill Papesch and Mike Budig. Bill spoke about lift station 2 and Mike had concerns/questions regarding meters and actual flows.

A motion was made by Jim to approve the purchase of propane tanks from City Service. The motion was seconded by Paul and carried. All were in favor.

Kurt Carlson requested a BLP sign off for building on a parcel of land, that was not assessed or included in the 2006 LID. Carlson owns two parcels next to each other. One of them was assessed in the LID and he has been paying the payment each year. The other parcel was not assessed or paid into the LID. The board unfortunately was not able to approve the BLP at this time due to the current moratorium on system connections for parcels not included in the 2006 LID.

A motion was made by Jim to have BosonHub create a website, as well as host and maintain it for the district. The motion was seconded by Janet and carried. All were in favor.

Engineer Ashley Williams, PE presented and explained the findings of the Welch Comer initial capacity analysis. Ashley answered any questions the board had at the time.

Robert Brown stepped down as a director for the Coolin Sewer District board. CSD is looking for another district customer to join as a board member.

### MAINTENANCE REPORT

Chris had 4 service calls in the month of April. Clint Robertson (pump float), Harley & Lisa Douglass (Bad contacts) mini storages (bad contacts), and Darin Davidsons (main line break).

No further business was discussed, and Jim motioned to adjourn the meeting. The motion was seconded by Janet and carried. The meeting ended at 9:35am.

Submitted by,  
Jordan Brooks  
Clerk | Treasurer  
Coolin Sewer District

# Coolin Sewer District

## Special meeting

### May 17, 2022

The board of directors met on Tuesday, May 17, 2022, at the district office. Those present were Jake Copeland, Paul LaCasse, and Jim Morse. Also present; Chris Morris, Jordan Brooks, Thad O'Sullivan, Dan Larson, Jeff Merkeley, Dallas Gray, Ryan Wagner, John Condon, and Cliff Mort. Jake called the meeting to order at 8:02am.

#### OLD BUSINESS

A motion was made by Jim to adopt the amended agenda. The amended agenda included reviewing Kurt Carlson's BLP request. The motion was seconded by Paul and carried.

A motion was made by Jim to approve the bill payments and treasure's report from our last meeting. The motion was seconded by Paul and carried.

#### NEW BUSINESS

The board further discussed Kurt's request, looking for any way that they could approve his request. After discussing things, they decided to table this matter.

Dan discussed the capacity study with the board and gave them his opinion on the results. He also talked about IDEQ and what we should be thinking about for future expansion.

Jake asked Jeff Merkeley about the customer list audit he has been working on for the district. Jeff will have information ready for us at the next meeting.

No further business was discussed, and a motion was made by Paul to adjourn the meeting. The motion was seconded by Jim and carried. The meeting ended at 8:49am.

Submitted by,

Jordan Brooks  
Clerk | Treasurer  
Coolin Sewer District  
208.290.3318

# Coolin Sewer District

## Board Meeting

### June 7, 2022

The Coolin Sewer District Board of Directors met on Tuesday, June 7<sup>th</sup> at The Inn at Priest Lake. Those present were Jake Copeland, Paul LaCasse, Jim Morse, and Janet Langley. Also present was Chris Morris, Jordan Brooks, Thad O’Sullivan, Dan Larsen, and Tom Holman. Jake called the meeting to order at 8:01am.

#### Unfinished Business

Jake read the May 3<sup>rd</sup> meeting minutes. A motion was made by Jim to approve the minutes. The motion was seconded by Janet and carried. All were in favor. Jake read the May 17<sup>th</sup> meeting minutes. A motion was made by Jim to approve the minutes. The motion was seconded by Janet and carried. All were in favor.

A motion was made by Jim to amend the agenda to add an action item. The motion was seconded by Paul and carried. All were in favor.

A motion was made by Jim to approve the bill payments and treasurers report. The motion was seconded by Paul and carried. All were in favor.

#### New Business

The board looked over 3 bids to repair the parking lot at the maintenance shop. A motion was made by Jim to choose Storro Excavating LLC. The motion was seconded by Janet and carried. All were in favor. Chris will be in contact with Paul.

A motion was made by Jim to approve the BLP for Steve & April Boharski. The motion was seconded by Paul and carried. All were in favor.

A motion was made by Jim to approve the BLP for Paul & Maureen Horn. The motion was seconded by Paul and carried. All were in favor.

A motion was made by Jim to approve the BLP for Gary & Joy Cline. The motion was seconded by Paul and carried. All were in favor.

A motion was made by Jim to approve the BLP for Stuart & Teresa Carlson. The motion was seconded by Paul and carried. All were in favor.

The board discussed the “Lucy Storro” residence and the history of the property. The hookup fee was paid 8/9/2012 and the current owners have been paying user fees since 9/1/2014. It was determined that the cost to bring the mainline up to the property would be at the owner’s expense. A tank and parts will also be at the expense of the owner.

A motion was made by Paul to purchase a pipe rack (for the service truck) for \$150 from Bret Toldness. The motion was seconded by Jim and carried. All were in favor.

A motion was made by Janet to approve the purchase of a tank for the service truck and to purchase it from Robinson Vacuum Tanks. The motion was seconded by Paul and carried. All were in favor.

The board discussed the plan to sell the Chevy sewer pickup. Jim made a motion to list the pickup on Craigslist for \$5,000 or best offer. The motion was seconded by Janet and carried. All were in favor. Jake directed Jordan to take pictures of the pickup and put it up on Craigslist. Paul offered to have his contact info on the listing. He will answer questions and show it to any interested buyers.

#### Engineers Report

Dan Larson said we will need to request enough funds to put together a new facility plan. Our current plan expires next year (2023). With a new facility plan we can then apply for funds for expansion. He noted that Chris Westerman is our contact with DEQ.

#### Maintenance Report

Chris had 13 service calls in the month of May.

1. Ameche's – pump float
2. McEwans – bad contacts
3. Best – airlocked
4. Bradley's – pump turned off
5. Propst – bad pump & plug at inlet
6. Meek/Koefod – not our problem
7. Wilkerson – not our problem
8. Bleisner – pump septic
9. Carl Fry – toilet paper stuck in pump
10. Luckey's – toilet paper stuck in pump
11. Nicholson – hookup
12. Fish – repair service line

A motion was made by Janet to adjourn the meeting. The motion was seconded by Jim and carried. The meeting ended at 8:54am.

Submitted by,

Jordan Brooks  
Clerk | Treasurer  
Coolin Sewer District

# Coolin Sewer District

## Special meeting

### Public Hearing on Certain New Connections

#### June 14, 2022

The directors of the Coolin Sewer District held a hearing on June 14, 2022, at 8am. Those present were Jake Copeland, Paul LaCasse, Jim Morse, and Janet Langley. Those also present were Maintenance Supervisor Chris Morris, Dan Larson, 7B Engineering, and attorney Thad O'Sullivan. Community members present are listed on a separate sign in sheet. Jake called the meeting to order at 8am and explained that Susan had a sign-in sheet and comment forms in the back of the room. He also explained that public comment will be for 3 minutes only, and it will not be a question-and-answer session. The Board is listening for things that we need to consider for future decisions on the moratorium.

#### Open Public Hearing

Bill Papesh spoke about the pump station. He referenced problems he had brought before the board in 2017, 2020 and 2022, all dealing with raw sewage flowing and odors emitted from the lift station. He also stated that the board needs to maintain health standards. He talked about the lagoon from the Welch Comer report and that we need more accurate reporting and information. The moratorium should not be lifted until some of these problems have been fixed.

Dana Papesh spoke about the videos she had shown the board at previous meetings dealing with the pump station. She spoke of a similar problem near 4-mile, a cabin that had sewage pooling and this was due to a small crack in the sewage pipe. She requests that the moratorium stays in place.

Jake responded that there is a lot of construction going on at the lake and that excavators are busy. We have been trying to get the work done since weight limits on the roads were lifted. He stated we are not putting anything off. It will be done.

Tim Mahoney spoke about the Bonner County Comprehensive Plan and that the board has a responsibility to maintain the codes. He stated that things are increasing at a huge rate; what are the future costs? He said the board needs to consider the current users. He is against lifting the moratorium.

Mike Budig stated that all sewage problems should be solved before any new "will serve" letters are issued. He said a subdivision should require an approved system of connection. Many of the existing lines are 40 years old. Some of these problems are on the ground within 500 feet of the lake. He questioned the validity of Cliff Mort's proposed development. Is it a subdivision? What kind of infrastructure is planned? He stated this is a wetland that needs to be regulated. He also mentioned Cory Yost and John Mandere came to a Board meeting proposing new connections but didn't provide an engineering design. He said we need to determine what is failing; we need a new engineering schedule.

James Lea stated he has worked with groundwater studies. He said there are more people here; 75 gallons per day doesn't make sense during the summer. Winter maintenance was discussed. He questioned the validity of



the current flow. He stated there are currently issues with the operations. He said the District cannot expand until data accuracy can be verified.

Brad Wagner stated he is in the process of developing property. He urged the Board to apply for grant dollars. He said Idaho is growing and it is good to show that the community realizes change is coming. Having a phase 1 in place and having a construction improvement plan is advantageous. He states a moratorium may be detrimental to obtaining funds and might minimize the actual amount granted. He said the money coming from development of hookups would be a great resource to take care of the existing problems.

John Stockton stated, "free money always has strings attached". He has no problems with developers. Developers have resources. The sewer's responsibility is stewardship. We cannot sacrifice the lake and allow algae to bloom. We need to prepare for the future.

John Mandere stated that the meeting establishing the moratorium stopped everything in its tracks. He doesn't feel that it's necessary. He says we have capacity and the catalyst to the problem was one developer. He said we need developers and people to help bring the system up to date. He said we need to get the pump system resolved. He has 9 lots. He asked what they can do to make this happen. He stated we all soldier a good deal of responsibility.

Bob Bond stated the wetland environment is unique here at Priest Lake. There are many issues involved. He is not against development. There are many issues involved in maintaining this.

With no further comment, a motion was made by Jim to adjourn the meeting. The motion was seconded by Paul and carried. All were in favor. The hearing was closed at 9:15am.

Submitted by,

Jordan Brooks  
Clerk | Treasurer  
Coolin Sewer District

# Coolin Sewer District

## Special meeting

### June 28, 2022

The directors of the Coolin Sewer District met on Tuesday, June 28<sup>th</sup> at 8am. Those present were Jake Copeland, Paul LaCasse, Jim Morse, and Janet Langley. Also present were Chris Morris, Maintenance Supervisor, Dan Larson, 7B Engineering, Jordan Brooks, Clerk/Treasurer, and Attorney Thad O'Sullivan. See sign in sheet for other community members present. Jake called the meeting to order at 8:01am.

Jake directed everyone to take 10 minutes to look over written comments that had been submitted since the June 14<sup>th</sup> public hearing. After reading through comments Jake stated that it appears the majority feel strongly about keeping the moratorium in place until we have a facility plan.

The board discussed public comments and system capacity. They also discussed funding options for a facility plan and future expansion. Chris Westerman with DEQ provided grant planning information and answered any questions the Board had.

The board discussed the South Shore Estates files MLD00143-21 and MLD00144-21. A motion was made by Jim to draft a letter in response to these applications. The motion was seconded by Paul and carried. All were in favor. In this letter the Board would like to state what the district can offer as far as service. When the applications were submitted, Coolin Sewer District was not receiving building location permits to sign off. The board would like to clarify to Bonner County how many hookups the district can offer.

No further business was discussed. Jim made a motion to adjourn the meeting at 9:19. The motion was seconded by Janet and carried.

Submitted by,

Jordan Brooks  
Clerk | Treasurer  
Coolin Sewer District

**Coolin Sewer District**  
**Board meeting**  
**July 5, 2022**

The Coolin Sewer District Board of Directors met on July 5, 2022, at 8am. Those present were Jake Copeland, Paul LaCasse, Jim Morse, and Janet Langley. Also present was Chris Morris, Jordan Brooks, Dan Larson, Tom Holman, and Thad O’Sullivan. Community members present are listed on a separate sign in sheet. Jake called the meeting to order at 8:01am.

A motion was made by Jim to adopt the amended agenda to add Mike Budig as a public speaker. The motion was seconded by Janet and carried. All were in favor.

**UNFINISHED BUSINESS**

A motion was made by Jim to approve the June 7<sup>th</sup> meeting minutes. The motion was seconded by Paul and carried. All were in favor.

A motion was made by Jim to approve the June 14<sup>th</sup> public hearing minutes. The motion was seconded by Paul and carried. All were in favor.

A motion was made by Jim to approve the June 28<sup>th</sup> special meeting minutes. The motion was seconded by Paul and carried. All were in favor.

A motion was made by Jim to approve the bill payments and treasurers report. The motion was seconded by Janet and carried. All were in favor.

**PUBLIC COMMENT**

Mike Budig spoke about a public record request he made to the district. He did not believe the timeliness of the request was handled appropriately. Thad O’Sullivan responded that his response to the request was made in a timely manner according to state code. He stated that the district should hire a new engineer.

**NEW BUSINESS**

A motion was made by Jim to continue the current moratorium on certain new connections. The motion was seconded by Paul and carried. All were in favor.

A motion was made by Jim to approve the BLP for Jason Olmstead. The motion was seconded by Paul and carried. All were in favor.

Chris stated that his wife will be retiring next year, and he would like to know if the district will provide health insurance, or can his medical stipend be adjusted for the premium change when they go to a private

plan. The board will discuss the dollar amount for his medical stipend later in the year when the budget is done.

Dallas Gray came to the board asking them to reaffirm the 3/15/21 will serve letter for the Wagner Annexation. Jake read aloud parts of the March 2021 meeting minutes regarding the Wagner Annexation. The board discussed the 3/15/21 will serve letter, which states 2 parcel numbers. The board determined the intent behind the will serve letter was to serve a max of 27 lots, once the annexation was complete. The annexation was completed on June 1, 2021. A motion was made by Jim to honor the will serve letter from 3/15/21 in relation to the 2 parcel #'s listed, with a max of 27 hookups for the proposed subdivision. The motion was seconded by Janet and carried. All were in favor.

Dallas Gray asked the board to clarify the \$10,000 impact fee listed on the current sewer application. Section #1 item d, on the first page of the application. On the application it reads "A \$10,000 impact fee for subdivided lots within the district." The board discussed the current fees listed on the application and determined that the district will need to do a full review of fees and collect true costs for the district when a lot is subdivided. A motion was made by Paul to remove item d from the application until the district can fully review costs and determine appropriate fees for new hookups. The motion was seconded by Janet and carried. All were in favor.

#### BOARD COMMENTS

Jake stated that the current option for outage calls is the best choice for now. The outage calls are sent via landline from the lift stations. Due to poor and sometimes non-existent cell service during busy times, the district is going to stay with the existing setup.

#### ENGINEER REPORT

Dan discussed the grant funding from DEQ and recommended Jordan and/or a board member, listen to the training on the application process. The training will be via zoom on July 18, 2022.

#### MAINTENANCE REPORT

Chris had 10 service calls in the month of June.

1. Cresswell – replaced pump
2. Coolin Condos – service line break
3. Leonard Paul Store – replaced pump
4. Cavanaugh Bay Resort – bad floats, pumped it down
5. The Inn at Priest Lake – bad pump
6. Fenwicks Hanger – bad contacts
7. Allen – pump float caked
8. Erhman – bad pump
9. Dave Johnson – responded to an odor problem

Chris stated that he talked to Mike Belles about the James Fish service line repair. It is unclear when the repair was done and who did it. Whomever repaired the line, did it incorrectly. The pipe was cut, capped and a valve

was put in. Chris will look back at records and see if this was done prior to his time at the district. Jake asked Chris if he could gather a cost breakdown to re-repair the service line.

No further business was discussed. A motion was made by Jim to adjourn the meeting at 9:23. The motion was seconded by Janet and carried. All were in favor.

Submitted by,

Jordan Brooks  
Clerk | Treasurer  
Coolin Sewer District

**Coolin Sewer District**  
**Special Meeting**  
**August 1, 2022**

The Coolin Sewer District Board of Directors met on August 1, 2022, at 4pm. Those present were Jake Copeland, Paul LaCasse, Jim Morse, and Janet Langley. Also present, Chris Morris, Jordan Brooks, and David Cooper with 7B Engineering. Community members present were Cyrus Azar, Dallas Gray, James Lea, Ryan Wagner, John Stockton, Cory Yost, Bill Papesh, Tim Mahoney, Mike Budig, Peggy Smith, and Brad Wagner. Jake called the meeting to order at 4:02pm.

Jim motioned to approve the amended agenda, that included an additional action item. The motion was seconded by Janet and carried. All were in favor.

**UNFINISHED BUSINESS**

A motion was made by Paul to approve the July 5<sup>th</sup> meeting minutes. The motion was seconded by Jim and carried. All were in favor.

A motion was made by Janet to approve the bill payments and treasurers report. The motion was seconded by Paul and carried. All were in favor.

**PUBLIC COMMENT**

Mike Budig expressed concern over the Wagner will serve letter. He also believes a seal is bad at lift station 2, which could be why there is an odor problem. He recommended having a running task list for repairs.

Jake stated that we are working with RC Worst to get a vacuum pump for the lift station. This would help with the smell issue.

John Stockton spoke about the Wagner will serve letter. He stated that Mary was very clear there were no outstanding will serve letters. He believes we should not be granting any will serves, as capacity levels are unclear at this time.

Tim Mahoney spoke regarding the Wagner will serve letter. He also stated that Mary affirmed there were no outstanding will serves. He doesn't believe the district should expand before we deal with the capacity issue. He said it's an old system that is leaching phosphates into the ground water. The data needs to be looked at. Bill Papesh spoke about lift station #2 and the continuing leak and odor problem. He stated the district needs to follow through with the DEQ permit and fix the leak. He questioned if the filters are working correctly and suggested we monitor each lift station and lagoon.

James Lea gathered inflows from sewer districts around the lake for the past 10 years. He stated things need to be updated. He notes that Outlet Bay Sewer District is doing an exceptional job. Can Coolin Sewer district mirror what they are doing? He stated he will prepare a summary of the data he collected and send it to the district to review.

Jake addressed the Wagner will serve letter dated March of 2021. The district acknowledged the will serve letter at the July 5<sup>th</sup> meeting where they saw clear intentions of serving up to 27 lots eventually. However, the district has not accepted or approved any applications for the Wagner lots. The district does not intend to serve those lots currently.

Dallas suggested that the board motion to void the will serve letter, if that is what they were clarifying. He wanted a yes or no answer. Jake told him no; we aren't serving the lots at this time.

Jake stated the board needs to consult with the district attorney, Thad, before discussing the Wagner lots any further.

A motion was made by Jim to approve the resolution for delinquent accounts. The motion was seconded by Paul and carried. All were in favor.

Peggy Smith came to the board to discuss the pump situation in the basement of the Leonard Paul Store. When she bought the property, she worked with Panhandle Heath to make the store a public water source. The well was capped, and improvements were made. She stated once the improvements were made, the amount of water that was in the basement was reduced drastically. She said there is still some water in the basement, and she will turn on the trash pump when needed. The amount of water that goes into the sewer is far less than it used to be. Peggy requested reimbursement for the pump she paid for in 2021 as well as void the current invoice for the most recent pump. She also would like to hook up the living quarters to the sewer and would pay for that. She thought if things were already being dug up, to hookup, we could look closer to see where the water issue is coming from.

A motion was made by Jim to approve the Request for Qualifications to solicit responses from qualified and experienced firms or teams, to provide surveying, facility planning, engineering, testing, and inspections. This motion was seconded by Janet and carried. All were in favor.

Cory Yost requested the district sign off on his utility permit. To continue their work on the subdivision, they need this permit approved. They will be putting in their own force main extension and once complete, will be turned over to Coolin Sewer District for ownership and maintenance. More questions needed to be answered, the board decided to have a special meeting mid-August to discuss further with engineers and legal counsel.

### **Engineers Report**

David Cooper with 7B Engineering provided a copy of the force main plans for Yoman Bluffs. He also briefly discussed the RFQ and a product called Municplex that could be a possible product to implement in the district.

### **Maintenance Report**

Chris had 11 maintenance calls in July. He also stated that the propane tanks for the generators are set, and we are waiting for Selkirk Power Generation to have the concrete done and then place the generators.

1. Ehberts – customer had questions regarding a new system for their shop
2. Strait – toilet paper stuck, replaced pump
3. Heiskell – broken check valve
4. Battaglia – bad pump
5. Kents – contacts
6. IDL Ice House – pump float
7. Budig – foreign object, replaced pump
8. Ashton – broken joint
9. Vinnedge – breakers tripped
10. Duncan – toilet paper, replaced pump
11. Wade – non district issue

### **Comments**

Bill Papesh asked if Chris could put sandbags back on the tarp at the lift station to keep the smell at bay.

The board directed Jordan to reduce the sale price on the chevy pickup craigslist listing.

No further business was discussed. Jim made a motion to adjourn the meeting at 5:29pm. The motion was seconded by Janet and carried.

Submitted by,  
Jordan Brooks  
Clerk/Treasurer  
Coolin Sewer District



Coolin Sewer District  
Special Meeting  
August 15, 2022

The Directors of the Coolin Sewer District met on Monday, August 15<sup>th</sup> at 4pm. Those present were Jake Copeland, Paul LaCasse, and Jim Morse. Also present, Chris Morris, Jordan Brooks, Thad O’Sullivan, and Dan Larsen. Jake called the meeting to order at 3:58pm. Sign in sheet with community members present is attached.

A motion was made by Paul to approve the utility permit for Yoman Bluffs. The motion was seconded by Jim and carried. All were in favor. The utility permit allows the developers to continue building their infrastructure. This does not approve any hookups.

To clarify, Jake stated we have not received, nor will we be approving any applications for the Wagner/Sundance acre lots.

The board discussed the Leonard Paul Store and the pump situation. A motion was made by Jim to draft a letter asking her to disconnect the pump that is pumping water into the sewer. The motion was seconded by Paul and carried. All were in favor.

A motion was made by Jim to adjourn the meeting. The motion was seconded by Paul and carried. The meeting ended at 4:37pm.

Submitted by,

Jordan Brooks  
Clerk | Treasurer  
Coolin Sewer District

**Coolin Sewer District  
Special Meeting  
September 1, 2022**

The Coolin Sewer District Board of Directors met on September 1, 2022. Those present were Jake Copeland, Paul LaCasse, and Jim Morse. Also present were Chris Morris, Jordan Brooks, and Dan Larson. Community members present are listed on a separate sign in sheet. Jake called the meeting to order at 4pm.

**UNFINISHED BUSINESS**

A motion was made by Jim to approve the meeting minutes from August 1<sup>st</sup> and 15<sup>th</sup>. The motion was seconded by Paul and carried.

A motion was made by Jim to approve the bill payments and treasurer's report. The motion was seconded by Paul and carried.

**PUBLIC COMMENT**

Matt Rudolf spoke about the Paul Jones Beach development. He is worried about it. He questioned if the 2006 resolution agrees with the 2018 Bylaws. He encouraged the district to increase the hookup fee. He also suggested the district hires an engineering firm with no conflict of interest.

Mike Budig spoke about construction companies and stated that they do not know the bylaws. He suggested leaning on Thad, to take time, and review the bylaws and resolution.

**NEW BUSINESS**

Mike Altringer's garage is in the district's sewer easement. Bonner County would like the liability to be taken from them. Bonner County is requesting a signed document from the district stating this. Paul suggested Altringer ask for a 5-foot variance from the County. A motion was made by Jim to have Thad draft a letter with the district's conditions. The motion was seconded by Paul and carried.

The Board discussed a repair bill for the Resort at Cavanaugh's. John Grieg requested the district relieve him of the penalty and interest that was accrued. After looking over all the documents and email exchanges, the Board has determined that they will not be removing the penalty and interest from Mr. Grieg's account.

A motion was made by Jim to approve the Authorizing Resolution (Attachment SRF-03) which allows the district Chairman to sign all applications, funding agreements and other documents related to wastewater project. The motion was seconded by Paul and carried.

**ENGINEER'S REPORT**

Dan Larson discussed a preliminary rate study and gave some suggestions to the board. He stated possibly don't focus on quarterly fees, but to look more at the non-participation fees to recoup some money.

A motion was made by Jim to authorize purchase of a new phone for Chris. The motion was seconded by Paul and carried.

#### MAINTENANCE REPORT

1. McLeod – TP replaced pump
2. Moffit – broken lid, pumped septic
3. Paul's – pump float
4. Solberg – alarm cleared
5. Byrd – discharge line break
6. Cav's employee housing – replaced bad pump floats
7. Everson – pump and contacts
8. Carroll – TP replaced pump
9. Sheffield – electrical short in pump cord, repaired. While testing the pump noticed turbulence in bottom of tank. Pulled pump – hole in base plate – replaced pump.
10. Keenan's – help move pump tank for new house
11. Lift station 2 – RC Worst replaced pump
12. Moose Knuckle – grease trap
13. John Marks – service line repair

Chris recommends having Moose Knuckle and Cav's on a grease trap cleaning schedule.

No further business was discussed. A motion was made by Jim to adjourn the meeting. The motion was seconded by Paul and carried. The meeting ended at 5:07pm.

Submitted by,  
Jordan Brooks  
Clerk / Treasurer  
Coolin Sewer District

Coolin Sewer District  
Special Meeting Minutes  
October 4, 2022

The Coolin Sewer District Board of Directors met on October 4, 2022, at the Coolin Civic Center. Those present include Jake Copeland, Paul LaCasse, and Jim Morse. Also present were Chris Morris, Jordan Brooks, Thad O’Sullivan, and Dan Larson. See attached sign in sheet for community members present. Jake called the meeting to order at 4:01pm

**Unfinished Business**

A motion was made by Jim to approve the September meeting minutes. The motion was seconded by Paul and carried.

A motion was made by Paul to approve the bill payments and treasurer’s report. The motion was seconded by Jim and carried.

**Public Comment**

Mike Budig referred to the Coolin Sewer District Bylaws and Resolution 06-1 when he stated to follow the rules.

**New Business**

The Board reviewed the hookup application (for a 2<sup>nd</sup> system) for Lisa & Harley Douglass. The Douglass’s parcel was accessed for 1 LID and that LID is currently in use. Due to the moratorium in place, the Board cannot approve the application.

The Board reviewed the request for a conditional will serve letter for Hooks Holdings. A motion was made by Jim to reject approval of a conditional will serve letter. The motion was seconded by Paul and carried.

A motion was made by Jim to move the regular meeting time to the first Wednesday of each month at 4pm. The motion was seconded by Paul and carried.

**Engineer’s Report**

Dan and the Board discussed Dr. Lea’s “Report Card”. Dan suggests pressure testing the lines. Start with the 1972 lines and go from there. Chris can do it or a contractor. An engineer could witness as well.

Thad suggested another RFQ and expand our reach to find an engineer to work with for a facility plan.

### **Maintenance Report**

1. Wagner/Duprie – not our problem
2. Jemmison – called, but alarm cleared once he arrived
3. Mike Day – TP, replaced pump for second time
4. Stuart Wagner – breaker tripped, flushed tank, everything ok now
5. Boyd Flinders – pump got hot and melted, will replace pump – waiting on parts
6. Nicol – breaker tripped, pulled pump pulling 34 amps, replaced
7. Stiles – septic tank inlet plugged, cleared, everything good
8. Lift station 1 – broken check valve, waiting on parts
9. Lagoon – south cell valve broken, valve key
10. Virk – new tank

Generators are in, will do wiring and City Service will come connect.

A motion was made by Jim to adjourn the meeting at 5:23pm. The motion was seconded by Paul and carried.

Submitted by,

Jordan Brooks  
Clerk | Treasurer  
Coolin Sewer District

**Coolin Sewer District**  
**Special Meeting Minutes**  
**October 26, 2022**

The Coolin Sewer District board of Directors met on October 26, 2022, at the district office. Those present include Jake Copeland, Paul LaCasse, and Jim Morse. Also present were Chris Morris and Jordan Brooks. Jake called the meeting to order at 4:10pm.

The Board, Chris and Jordan read over the 21-22 Fiscal Year Budget and discussed the line items for the 22-23 Fiscal Year Budget.

A motion was made by Jim to adjourn the meeting at 8pm. The motion was seconded by Paul and carried.

Submitted by,

Jordan Brooks  
Clerk | Treasurer  
Coolin Sewer District

Coolin Sewer District  
Meeting Minutes  
November 2, 2022

The Coolin Sewer District Board of Directors met on November 2, 2022, at the Coolin Civic Center. Those present include Jake Copeland, Paul LaCasse, and Jim Morse. Also present were Chris Morris, Jordan Brooks, Thad O'Sullivan, Dan Larson, Bob Brown, Carol Nicholson, Coby Langley, Bill Papesh, and John Stockton. Jake called the meeting to order at 4pm.

**Unfinished Business**

A motion was made by Jim to approve the October 4<sup>th</sup> meeting minutes as read. The motion was seconded by Paul and carried.

A motion was made by Jim to approve the October 26<sup>th</sup> meeting minutes as read. The motion was seconded by Paul and carried.

A motion was made by Paul to approve the bill payments and treasurers report. The motion was seconded by Jim and carried.

**Public Comment**

Bill Papesh suggested the district find someone to work with regarding the tanks at the lift stations. The tarp is not a professional solution, it's a makeshift fix. He appreciates continuing the moratorium and thanked the board for all that they put up with.

Jake read an email from Mike Budig. Mike was not present at the meeting.

**New Business**

Coby Langley was present representing Langley Properties/Hooks Holding. Their presentation was not ready for this meeting, they will try for next month.

Thad discussed the Request for Qualifications (RFQ) and what edits he made to the document. A motion was made by Paul to approve the updated RFQ. The motion was seconded by Jim and carried. The updated RFQ will be republished during November.

The 22-23 Fiscal Year preliminary budget was discussed. The district will have a public hearing to discuss quarterly sewer service rates on November 22<sup>nd</sup>. The annual budget hearing is to immediately follow.

## **Maintenance Report**

1. Carlson – concerned about the frequency his pump comes on. Everything was ok.
2. John Mark – pump grinder basin for removal & located for underground power.
3. Sheffields – septic pump
4. Moose Knuckle – Laura called and said toilets were backing up. Tried to snake but couldn't make it very far. Chris went back the next day and was told Toby snaked from the building and then from the district's manhole back to the restaurant. Our line needed to be cleared. Opened our pump chamber and it was full. Pumped down manually and then cleaned our manhole and pipe. Tried pumping out the pump chamber and the suction wand and hose plugged 4 times.
5. Lift Station 1 – check valve – cleaned and upon further inspection, found a rock between the flapper and the valve inlet.

Jake asked Chris to mark out the manhole behind the Moose Knuckle with orange stakes.

The board directed Chris to check the grease traps at the Moose Knuckle and Cavanaugh's and let the owners know they will need to have the grease traps cleaned out on a regular basis. To start, they should be cleaned out within 30 days of Chris inspecting them. The board also directed Jordan to send letters to each business with this request.

## **Engineers Report**

Dan said a seal for the hatch, at the lift station can be ordered. He also brought up radio telemetry, it's like a CB Radio. This could be an option for the alarms at the lift stations, instead of the landline call system. Dan also recommended Brandon Dixon to help with pressure testing.

Jordan stated she had reached out to Mary Richter, the district's CPA, to work on year-end accounting. She had not heard back from her yet. The board recommended to reach out one more time and if we don't hear anything we will look at finding another CPA to work with.

A motion was made by Jim to adjourn the meeting at 6:08pm. The motion was seconded by Paul and carried.

Submitted by,

Jordan Brooks  
Clerk | Treasurer  
Coolin Sewer District



**Coolin Sewer District**  
**Special meeting minutes**  
**Budget Hearing**  
**November 22, 2022**

The directors of the Coolin Sewer District met on November 22, 2022, at the Coolin Civic Center. Those present include Jake Copeland, Paul LaCasse, and Jim Morse. Also present were Chris Morris, Jordan Brooks, Thad O’Sullivan, Mike Budig and Bill Papesh. Kyle Meschko and Jason King with Keller Associates also attended. Jake called the meeting to order at 8:02 a.m.

Mike Budig shared the rates he pays for sewer service at Schweitzer and City of Spokane. Schweitzer is \$51/mo. and City of Spokane is \$34/mo. He wanted the board to have this information for comparison against the preliminary budget for the upcoming fiscal year.

Bill Papesh stated the system needs updates, as it is antiquated. He agreed with the proposed numbers.

No other comments regarding the 22-23 FY budget were received. Jim motioned to close the hearing at 8:08. Paul seconded the motion, and it was carried.

The board discussed the RFQ with Kyle and Jason from Keller Associates.

Jim motioned to adjourn the meeting at 9:10. The motion was seconded by Paul and carried.

Submitted by,

Jordan Brooks  
Clerk | Treasurer  
Coolin Sewer District

**Coolin Sewer District**  
**Meeting Minutes**  
**December 7, 2022**

The Coolin Sewer District Board of Directors met on December 7, 2022, at the Coolin Civic Center. Those present were Jake Copeland, Paul LaCasse, and Jim Morse. Also present were, Chris Morris, Jordan Brooks, Thad O'Sullivan (via video call), Kurt Carlson, Carol Nicholson, Coby Langley, Tom Holman, Mike Budig and John Stockton. Jake called the meeting to order at 4pm.

**PUBLIC HEARING**

Jake opened the rate increase public hearing. The board waited to hear any comments on the matter but received none. Paul motioned to close the public hearing. The motion was seconded by Jim and carried. The public hearing closed at 4:10pm.

**UNFINISHED BUSINESS**

Jake read the minutes from November 2<sup>nd</sup>. Jim motioned to approve the minutes as read. The motion was seconded by Paul and carried.

Jake read the minutes from November 22<sup>nd</sup>. Jim motioned to approve the minutes as read. The motion was seconded by Paul and carried.

Paul motioned to approve the bill payments and treasurer's report. The motion was seconded by Jim and carried.

Kurt Carlson discussed his 2<sup>nd</sup> lot and the fact that it wasn't assessed in the 2006 LID. The board reiterated that they are unable to approve his building location permit for the 2<sup>nd</sup> lot, due to the moratorium. Kurt asked to see a copy of the LID Roll from 2006. Jordan will send this to him.

Jim motioned to approve the 22-23 Fiscal Year budget. The motion was seconded by Paul and carried.

**NEW BUSINESS**

After reviewing the budget for 2023 and finding a discrepancy in income vs expenses, as well as preparing for major system updates (not expansion) and lack of reserve funds for updates, the board voted to raise the quarterly sewer service rate. Jim motioned to raise the rate from \$125 per ER to \$225 per ER, per quarter. The motion was seconded by Paul and carried.

The board did not have all the necessary information to address the building location permit for The Historic Northern Inn, they will re access at the January meeting.

Jim motioned to increase Chris and Jordan's pay by 8% for cost-of-living adjustment as well as a Christmas bonus of \$300 each. The motion was seconded by Paul and carried.

### **MAINTENANCE REPORT**

1. Rick Davis – customer called saying he had a higher-than-normal electric bill and wanted to make sure it wasn't his pump.
2. Cory Yost – replaced broken pump check valve and cut off broken part of pump tank.

Chris talked to Laura at the Moose Knuckle about the grease traps. She told him they clean them monthly.

Jake asked him to setup a clean out schedule with her.

Chris mentioned a product that Fritz at Outlet Bay Sewer uses for grease, but more information is needed to see if that's a good option for us.

No engineers report.

Jim motioned to adjourn the meeting. The motion was seconded by Paul and carried. The meeting ended at 4:40pm

Submitted by,

Jordan Brooks  
Clerk | Treasurer  
Coolin Sewer District

**Coolin Sewer District  
Special Meeting Minutes  
December 13, 2022**

The Coolin Sewer District Board of Directors met on December 13, 2022, at the District Office. Those present were Jake Copeland, Paul LaCasse, and Jim Morse. Also present were Chris Morris and Jordan Brooks. Jake called the meeting to order at 4pm.

The board reviewed and discussed the qualifications packet submitted from Keller Associates for engineering services.

No other business was discussed. Jim made a motion to adjourn the meeting at 5:45pm. The motion was seconded by Paul and carried.

Submitted by,

Jordan Brooks  
Clerk | Treasurer  
Coolin Sewer District