Coolin Sewer District
Regular Meeting Minutes
June 3, 2026

The Coolin Sewer District Board of Directors met on June 3, 2026, at the Coolin Civic Center. Those present were Paul LaCasse, Jim Morse, Josh Christensen, and Jake Copeland. Also present were Chris Morris, Jordan Brooks, Thad O'Sullivan, and Zack Wallin (Keller Associates). See attached sign in sheet for community members present. Jake called the meeting to order at 4:00pm.

UNFINISHED BUSINESS

Jim motioned to approve the May 2026 meeting minutes as read. The motion was seconded by Paul and carried.

Paul motioned to approve the May 2026 bill payments and treasurers report. The motion was seconded by Jim and carried.

Pausing user fees for customers with a District approved Sewer Service Application but cannot connect due to Idaho Department of Environmental Quality (IDEQ) restrictions was discussed. This item was previously discussed at the April 1, 2026, regular board meeting and May 6, 2026, regular board meeting. A motion was made and passed on May 6, 2026, to pause user fees for those applicants effective April 1, 2026. It was clarified by District Attorney Thad O'Sullivan that the motion on May 6, 2026, was sufficient and a resolution was not necessary. The language "unless otherwise determined by the District" as written in Section #8 of the Sewer Service Application authorizes the Board of Directors to make this determination.

> 8. Agrees to pay all fees, charges, and assessments established by the District. **Such charges (unless otherwise determined by the District) will commence two years from the date of this application or upon connection to the main sewer line, whichever comes first.**

The Wastewater Treatment Plant (WWTP) Preliminary Engineering Report (PER) and Revenue Bond were discussed. District Engineer Zack Wallin talked about items the District could work on that would keep momentum going for improvement and items that could assist in submitting the PER to IDEQ for approval. Topographic Survey and Geotechnical Investigation of the WWTP site are best completed in months without snow coverage. The District could choose to complete those items ahead of the Fall 2026 bond election or could wait until after the election, when funding is determined. Zack stated there was no harm in completing those tasks now or later so long as no major soil disruption or new structures are built in the meantime. The Board asked for a more refined cost estimate to help decide.

Scheduling was also considered and would determine when those items could be completed. Zack will get some preliminary costs together and be in touch with the District.

Support for the revenue bond was further discussed. Zack stated that, for bond support, Keller Associates typically recommends an open-house style format with stations for public outreach. Having an outreach event approximately one month in advance of the election was recommended.

An election resolution will need to be adopted and submitted to Bonner County before September 4, 2026. Zack recommended adopting the resolution sooner than later and coordinating that with Danielle Quade at Hawley Troxell.

Additionally, Zack recommended the Board consider options if the bond fails. He made note that the bond would fund improvements required by IDEQ. Judicial confirmation could be an alternative route to take, if the bond fails. He said it's important to explain to voters what happens if the bond passes or fails.

The District Status letter to Bonner County Commissioners was briefly discussed and tabled until later in the meeting.

NEW BUSINESS

The Board reviewed BLP2026-0386 for Camille J. Sherlock for parcel RP053010020060A. A motion was made by Josh to acknowledge and sign the agency review form with a comment that sewer service will not be available until a PER is approved by IDEQ. The motion was seconded by Paul and carried.

A Sewer Service Application for the Coolin-Cavanaugh Bay Fire District (Fire District) (RP59N04W106802A) was reviewed. Dan Noren attended the meeting on behalf of the Fire District. Jordan stated that the Fire District's intent is to build a new station on the vacant lot between the current fire station and the car wash. The current fire station is outside of the Coolin Sewer District (CSD) boundary and is on a septic drain field. The vacant lot where the new fire station would reside is inside the CSD boundary and has an assessed Local Improvement District (LID). Given the status of CSD, the Fire District asked for a *Will Not Serve/Denial Letter* from CSD to proceed with Panhandle Health District (PHD). The Fire District intends to tie the new building into the existing septic drain field that serves the current fire station or install a new septic drain field if permitted by PHD. Jake stated CSD can acknowledge the Sewer Service Application and confirm an LID was assessed on the parcel. A PER must be completed and approved by IDEQ before CSD can give final approval. Jordan will return the application to the Fire District noting the PER requirement and provide a brief status overview of CSD.

Josh made a motion to finalize the District Status letter and authorize sendoff to Bonner County Commissioners. The motion was seconded by Paul and carried. It was stated a copy of the letter will be posted on the District website.

MAINTENANCE REPORT

1. Jeremy Keeble – breaker in controller tripping, pump wired incorrectly, rewired correctly, controller mounted in utility room – Jeremy will work on having controller relocated to an accessible location.
2. Jack Hamilton – replaced pump float
3. IDL – helped rewire controller in pump tank
4. Thinned and limbed up south irrigation road and north lift station with pole saw
5. Irrigation pump #2 start failure tripped – RC Worst assessed and couldn't find any issues
6. Leonard Paul service line relocated at customer expense
7. 5 locates
8. South lift station still won't run automatic maintenance cycle – Selkirk Power Generation is supposed to fix this.
9. Irrigation for May went well

EXECUTIVE SESSION

A motion was made by Paul to move into executive session according to Idaho Code 74-206(1)(f). The motion was seconded by Jim. A roll call vote was conducted and passed unanimously. Executive session began at 5:03pm. A motion was made by Jim to come out of executive session at 6:05pm. The motion was seconded by Paul and carried.

Paul motioned to adjourn the meeting at 6:05pm. The motion was seconded by Jim and carried.

Submitted by,

Jordan Brooks
Clerk | Treasurer
Coolin Sewer District

Coolin Sewer District

Meeting Sign in Sheet

10/3/26

Print your first and last name below. Thank you!

1. Michael Bradley
2. DAN NOREN
3. John Stockton
4. MIKE BUDIC
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