Coolin Sewer District
Regular Meeting Minutes
September 2, 2026

The Coolin Sewer District Board of Directors met on September 2, 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, and Toby McLaughlin. See attached sign in sheet for community members present. Jake called the meeting to order at 4:00pm.

UNFINISHED BUSINESS

Jim moved to approve August 5, 2026, meeting minutes as read. The motion was seconded by Paul and carried.

Paul moved to approve August 21, 2026, meeting minutes as read. The motion was seconded by Josh and carried.

Josh moved to approve the August 2026 bill payments and treasurer's report. The motion was seconded by Jim and carried.

The Board reviewed James and Jenifer Gunn's proposed site plan for 44 N Rocky Pt Rd. Project representative Eric Owen explained that Chris had visited the site and assisted with determining the proposed relocation. The new line would more closely align with the existing utility easement and create additional buildable space for the property owner. The Board also reviewed emailed comments from District Engineer Zack Wallin. It was stated that complete approval requires a working agreement and updated easement from the property owner. Josh moved to approve the proposed mainline relocation site plan, contingent on receipt of both documents. The motion was seconded by Jim and carried.

NEW BUSINESS

Building location permit BLP2026-0757 for Idaho Department of Lands/Dan Brown at 4053 Cavanaugh Bay Rd was reviewed. The building location permit was for a dry pole building for vehicle storage. Josh moved to approve sign off. The motion was seconded by Paul and carried.

Building location permit BLP2026-0920 for Graham Hutchinson at 934 Sherwood Beach Rd was reviewed. The building location permit was for a single-family dwelling. Demolition of the existing

cabin and construction of new cabin with the existing sewer tank to stay in current location. Jim moved to approve sign off. The motion was seconded by Paul and carried.

Building location permit BLP2026-0928 for Parker Getaways LLC/Leonard Paul Store at 341 Bayview Dr was reviewed. The building location permit was for expanding the deli preparation area and construction of a covered patio for open-air seating. The Board discussed the Leonard Paul Store's basement water issue, which had previously been addressed by a sump pump connected to the sewer line. The District had previously requested the sump pump be disconnected from the sewer line. Jim moved to give conditional approval to sign off on the building location permit, based on verification that the sump pump is disconnected from the sewer. The motion was seconded by Paul and carried.

Michael Bradley attended the meeting to discuss joining the Coolin Sewer District Board of Directors. He stated that his professional background includes assisting with wastewater treatment systems through engineering consulting, specifically involving controls and PLCs. Michael recently became an Idaho resident and, as he is near retirement, offered to assist the District by filling the vacant Board position. Jordan verified Michael's residency and voter registration status with the Bonner County Elections Office and confirmed he is a qualified elector. Jim moved to appoint Michael Bradley to the vacant position on the Coolin Sewer District Board of Directors. The motion was seconded by Josh and carried.

The Board discussed the sewer connection status at Steve Willard's property at 350 Highland Street after the District was notified of expanded use on the property. Chris provided photos showing an RV parked over the sewer tank lid, blocking repair access, with a garden hose running from the RV's grey water tank into the District sewer tank. The Board supported sending Mr. Willard notice that all RVs must be disconnected from the District system, the RV must be moved off the sewer tank lid, and all delinquent balances must be paid in full to avoid disconnection from the District system. Toby stated he would prepare a memo outlining the notification process and draft a demand letter giving the customer 10 days from the notification date to comply before disconnection. Josh moved to notify Mr. Willard that all RVs must be disconnected from the District system and moved to allow tank access, and that all delinquent property balances must be brought current. The motion was seconded by Jim and carried.

BOARD COMMENT

In response to a letter written by John Stockton, to the Board of Directors, the Board discussed septic tanks permitted by the Panhandle Health District (PHD) within Coolin Sewer District (CSD) boundaries. District Attorney Toby McLaughlin agreed to research the respective jurisdictional authorities of PHD, CSD, and the Idaho Department of Environmental Quality and provide the Board of Directors with a memo.

MAINTENANCE REPORT

1. New wire and conduit at Jeff Robinsons
2. Jake's neighbors alarm – pump float and alarm float replaced
3. Rick Sheppard's on Ice House Rd – toilet paper stuck in pump
4. Kathy Crane – toilet paper stuck in pump, replaced pump
5. Bonnets – replaced pump
6. Eric Waide – pump got hot and the discharge line came unglued and melted the discharge line, swing joint and float tree, replaced those items, the pump and floats were still good
7. Brian Gump – alarm, replaced pump
8. South Lift Station – low battery alarm for auto dialer, Chris will buy a new battery for each lift station
9. Generator maintenance was discussed – Chris will reach out to the new owner of Steve Stoyanac's company

EXECUTIVE SESSION

Jim moved to go into executive session according to Idaho Code 74-206(1)(f). The motion was seconded by Paul. A roll call vote was conducted and passed unanimously. Executive session began at 5:43pm. Paul moved to come out of executive session at 6:48pm. The motion was seconded by Jim and carried.

ADJOURNMENT

Paul moved to adjourn the meeting at 6:48pm. The motion was seconded by Josh and carried.

Submitted by,

Jordan Brooks
Clerk | Treasurer
Coolin Sewer District

Coolin Sewer District

Meeting Sign in Sheet

9/2/26

Print your first and last name below. Thank you!

1. DAVID PATTON
2. Michael Bradley
3. ERIK OWENS
4. John Stockton
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