

Coolin Sewer District
Regular Meeting Minutes
February 7, 2024

The Coolin Sewer District Board of Directors met on February 7, 2024, 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 District Attorney Thad O’Sullivan. See sign in sheet for community members in attendance. Jake called the meeting to order at 3:58pm.

UNFINISHED BUSINESS

Jim motioned to approve the January 3rd meeting minutes as read. The motion was seconded by Paul and carried.

Paul motioned to approve the January 23rd meeting minutes as read. The motion was seconded by Josh and carried.

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

Jim motioned to accept the Action Electric bid to install the replacement generator automatic transfer switch. The motion was seconded by Paul and carried.

NEW BUSINESS

Jordan presented 4 quotes for utility billing software. She also went through the benefits of switching from QuickBooks to a software program specifically for utility billing. She stated that an integrated customer portal would be included with new billing software, which would allow customers to log in and view their invoices, payments, property information and manage payment methods. After discussing the provided quotes, Jordan was directed to gather a bit more information on one of the companies and reach out to another local district for a recommendation. The item was tabled until further information is received.

The Board reviewed the Bonner Boundary Utility Council (BBUCC) Membership application for 811 calls and directed Jordan to complete and submit it.

The Board reviewed an application for service submitted by Trevor Smith. Jordan stated that property records did not indicate an LID was associated with the parcel in reference. She also provided the

minutes from May of 2021 and a Will Serve Letter dated May 5, 2021, for the Board to review. The minutes stated that the lot had been subdivided and an impact fee would apply in addition to the hookup fee. The Board determined that due to the parcel being subdivided and not assessed in the most recent LID, it would be violating the current moratorium if the application was approved. A motion was made by Paul to deny Trevor Smith's application for service. The motion was seconded by Jim and carried. Jordan was directed to note on the application, "denied due to moratorium" and return to the applicant.

The Board reviewed Caleb Connells application for service. Jordan stated there was an LID associated with the parcel. After discussion regarding new IDEQ engineering requirements on individual wastewater pumping stations (IDAPA 58.01.16.441), Jordan was directed to talk to District Engineers Kyle & Zack about the next step the District needs to take prior to approving Mr. Connells application.

ENGINEER'S REPORT

No report

MAINTENANCE REPORT

Chris went over his service calls for the month. Chris stated the North lift station pump motor kept overloading and tripping during the cold spell early in the month. Jake directed him to ask RC Worst about a soft start option when the pump comes on.

Jake asked Chris to schedule a load test with Robert at Selkirk Power Generation and asked Jordan to set up a meeting with Robert asap to discuss the transfer switch status.

Chris stated he reached out to Bigfoot to come up and diagnose what is going on with the PLC and blower.

Chris noted that he has some days he would like to take off this spring. He plans to reach out to IRWA to get on their schedule for backup.

No further business was discussed, and Jim motioned to adjourn the meeting at 5:03pm. The motion was seconded by Josh and carried.

Submitted by,

Jordan Brooks
Clerk | Treasurer
Coolin Sewer District

Coolin Sewer District

Meeting Sign in Sheet

Feb 7, 2024

Print your first and last name below. Thank you!

1. *Carol Nicholson*
2. *MIKE BUDIG*
3. *John Stockton*
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.
- 11.
- 12.
- 13.
- 14.
- 15.
- 16.
- 17.
- 18.
- 19.
- 20.