

**Coolin Sewer District
Regular Meeting Minutes
October 4, 2023**

The Coolin Sewer District Board of Directors met on October 4, 2023, at the Coolin Civic Center. Those present were Jake Copeland, Paul LaCasse, and Jim Morse. Josh Christensen was not present. Also in attendance were Chris Morris, Jordan Brooks, and Thad O’Sullivan. Jake called the meeting to order at 4:00pm.

(see attached sign in sheet for community members present).

UNFINISHED BUSINESS

Paul motioned to approve the September 6th meeting minutes as read. The motion was seconded by Jim 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.

The Board discussed the Steamboat Bay Force Main Replacement project. They reviewed all documents provided to the District. The one document not included was the right-of-way easement dedicated to the District. The Board stated without this document they couldn’t approve the project at that time. No project Engineers were present at the meeting. Jake stated a meeting with the Engineers should be set up to discuss final details. Jordan was directed to send an email to everyone.

NEW BUSINESS

The 2023 irrigation season was not fully utilized due to inoperable pumps. The Board made an emergency declaration and in response to the emergency declaration, Jim made a motion to approve Resolution 23-02. The motion was seconded by Paul and carried.

Task Order #4 – “Emergency Wastewater Disposal Support” was submitted for approval by Keller Associates. Jim made a motion to approve Task Order #4. The motion was seconded by Paul and carried.

Jim made a motion to approve the building location permit for Tom Stark. The motion was seconded by Paul and carried.

On September 6, 2023, Bryan Riegel had requested the Board approve connecting his shop to his existing tank, which is located on a separate lot from the shop. The Board voted and approved the use of one tank, saving Mr. Riegel the cost of parts & labor. Jake stated that even with the approval of one tank, Mr. Riegel would need to go through the application process as this is considered a 2nd connection and once connected his quarterly user fee would increase from 1 to 2 ERs. In a letter addressed to the Coolin Sewer District Board of

Directors, dated 9/21/23, Mr. Riegel asked that the Board reconsider their decision to charge him an extra ER once the shop is connected. In response to the letter, Jake thoroughly explained the basis of why Mr. Riegel would be charged an additional ER. Jake stated that Resolution 06-1 shows all the rules and regulations for connections, one being that a guest house with a kitchen is to be charged a full ER and a guest house without a kitchen is to be charged ½ an ER. Jake also explained the District has to assume that with an additional building and living quarters being added, the usage/flows will increase and at any point could be rented out and used to its full potential. Mr. Riegel stated he had spoken his peace in the letter and was there to do what the Board said. Mr. Riegel asked when his 2nd quarterly fee would start, and Jordan stated it would start the next quarter on December 1st. A motion was made by Jim to approve Bryan Riegel's application. The motion was seconded by Paul and carried.

Jake talked about Idaho Rural Water Association and the information he received from Paul Sifford. Paul S. explained the Circuit Rider position within IRWA and that it is a federally funded service available to the District to help with certain maintenance items. Jake asked that Paul L. and Jim create a list of possible needs/wants from Curtis, the Circuit Rider in our area.

Jim made a motion to amend the Coolin Sewer District Bylaws by removing the word "recurring" in section 10 G. The motion was seconded by Paul and carried.

Jim made a motion to approve and sign the JPA agreement for ICRMP. The motion was seconded by Paul and carried.

OPERATOR'S REPORT

Chris read through his service calls. He stated that a pump was replaced at the Thomas residence, and he will need help getting the old one up the hill. Once it's back at the shop he can check to see if it can be repaired. The Schwarmann residence also needed a pump replaced. Chris said he would see if this one could be repaired as well. Both pumps were replaced at no cost to the customer. Pump replacement was not due to customer negligence.

Chris said he needed to get no parking signs for the north lift station gate.

No further business was discussed. A motion was made by Paul to adjourn the meeting. The motion was seconded by Jim and carried. The meeting ended at 4:48pm.

Submitted by,

Jordan Brooks
Clerk | Treasurer
Coolin Sewer District

Coolin Sewer District

Meeting Sign in Sheet

Oct 4, 2023

Please print your first and last name below. Thank you!

1. CYRUS AZAR
2. CAROL NICHOLSON
3. Bryan Riegel
4. Tim Mahoney
5. Janet Levfley
6. James Westberg
7. John Hill
8. MIKE BUDIG
9. HAYDEN DOUGLASS
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Coolin Sewer District
Special Meeting Minutes
October 18, 2023

The Coolin Sewer District Board of Directors met on October 18, 2023, at the Coolin Sewer District Shop. Those present were Jake Copeland, Paul LaCasse, Jim Morse, Josh Christensen, Chris Morris, and Jordan Brooks. Jake called the meeting to order at 4:05pm.

NEW BUSINESS

The Board and District employees reviewed current actuals for each line item on the 2023 fiscal year budget and drafted a preliminary budget for the 2024 fiscal year. Jordan stated she would publish the preliminary budget in the Bonner County Daily Bee as well as on the District website. She would also post the notice of public hearing in the Bonner County Daily Bee, the Post Office, the District shop and on the website.

ADJOURNMENT

No further business was discussed. Josh made a motion to adjourn the meeting at 6:55. The motion was seconded by Paul. All were in favor.

Submitted by,

Jordan Brooks
Clerk | Treasurer
Coolin Sewer District