

**Coolin Sewer District
Regular Meeting Minutes
January 3, 2024**

The Coolin Sewer District Board of Directors met on January 3, 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 Thad O’Sullivan. See attached sign in sheet for community members present. Jake called the meeting to order at 4:00pm.

Josh made a motion to approve the amended agenda to add action items 4d, 5b, and 5c. The motion was seconded by Paul and carried.

UNFINISHED BUSINESS

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

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

Jim made a motion to raise Jordan’s hourly wage by 15% and to give Chris and Jordan each a holiday bonus of \$300. The motion was seconded by Josh and carried.

Josh motioned to approve the Idaho Rural Water Association (IRWA) contract and scope of work for Back-up Operator services. The motion seconded by Jim and carried.

NEW BUSINESS

Avellino Persello expressed concerns about his LID assessment at 339 Missouri St. He stated at the time of the assessment the property was his mother’s and it was denied for lot consolidation with the District. He stated Bonner County has considered it consolidated as far back as 1996 and wanted to know why that wasn’t the case with the District. Jake responded that the Board wished they could give him an answer, however they do not know why the Board, at the time of the assessment, chose to deny it. Thad explained that once the assessment roll was approved, there were 30 days to appeal the decision, after 30 days the assessment was set for all properties. Avellino stated he understood and that he would need to keep an eye on things, especially if another LID occurs.

Scott Engle announced that the updated website was nice, however the December 6th meeting minutes were not posted. Jake stated that he had just read them earlier in the meeting where they were approved. Jake clarified meeting minutes aren't posted to the website until the Board approves them at the next regular meeting.

Chris said he needed to order more residential pumps to have on hand. The Board and Chris determined that an inventory of what is at the shop needs to be made. Jake stated he would like to have a certain amount on hand and when one is used a new one should be ordered to replace it. Jim made a motion to check for a quantity discount prior to ordering, but if no discount exists, to order 6 pumps. The motion was seconded by Josh and carried.

Jordan stated she received an email from Rebecca Sheppard regarding her bill for 542 Warren Beach. Jordan summarized the email for the Board stating the customer would like their bill adjusted from 2 ERs to 1 ER as they have torn down the previous building, a duplex, and now have a single-family home which they plan to move into this summer. Jake said he wanted to discuss this further with Kyle at the next meeting before the Board makes any adjustments to the billing assessment for that property.

MAINTENANCE REPORT

Chris said RC Worst was able to get one blower running at the lagoon, but there were still issues with the second blower. Jake asked Chris to follow up with RC Worst within the week.

No other business was discussed, and a motion was made by Jim to adjourn the meeting at 4:50pm. The motion was seconded by Josh and carried.

Submitted by,

Jordan Brooks
Clerk | Treasurer
Coolin Sewer District

Coolin Sewer District

Meeting Sign in Sheet

Jan 3, 2024

Print your first and last name below. Thank you!

1. *Ann D. Punt*
2. *Janet Langley*
3. *Scott Engle*
4. *Bill Speck*
5. *James Westberg*

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Coolin Sewer District
Special Meeting Minutes
Rate Study Meeting #1
January 23, 2024

The Coolin Sewer District Board of Directors met on January 23, 2024, at the Coolin Civic Center. Those present were Paul LaCasse, Jim Morse, and Jake Copeland. Not present, Director Josh Christensen or the District Attorney, Thad O’Sullivan. Also present were Chris Morris, Jordan Brooks, Kyle Meschko, and Zack Wallin. See attached sign in sheet for community members in attendance. Jake called the meeting to order at 2:00pm.

Zack and Kyle provided copies of their data projections to all attendees as well as displayed the information on a projector. Zack stated the main points of discussion for the meeting were to review income and expenses, maintenance/replacement costs and items, and to review the rate model spreadsheet. Zack stated a 5% annual increase was the projected amount used for rate increases and operational costs.

Zach and Kyle went through the list of short- and long-term assets. The Board and Chris discussed each line item and gave their opinions on the projected numbers. Zack stated that items could be added or removed from the list and that it was just a draft at that point.

Jake asked specifically about connection fees for non-LID customers. Kyle said he would re-visit the numbers at a high level and get back in touch with more information on what that number would look like. They will also look into an annual depreciation amount to recommend to the District. Kyle stated that not all Districts can be compared evenly. He said many factors come into play, such as, land application vs surface application or a pressurized system vs non-pressurized system.

Kyle and Zack explained the percent funded annually to the long-term assets is what determines the monthly rates.

Zack said the next steps would be to update the spreadsheet based on the feedback received from the District and then they would send over a copy of the spreadsheet and a technical memorandum.

Jake stated he would like to move the annual budget hearing up earlier in the year from November to August or September, so that more patrons may possibly attend. He also stated he would like to have Kyle attend the budget hearing to review the projections for the upcoming year and explain anything in question to the community.

Jake asked how often other Districts complete rate studies. Kyle and Zack both agreed it's generally every 5 years if no big improvements are made.

Dan Brown with IDL brought up the land reuse site and mentioned that the District should be aware that lease prices are expected to double or triple by the time the District renews its permit. He also noted that the District has been interested in purchasing the land for many years however the only way the State would entertain that idea would be through a land swap.

Jordan requested approval to open a checking account at STCU so she can make deposits in Newport vs travelling to Sandpoint or Rathdrum for the closest Wells Fargo. She stated she can electronically transfer funds to Wells Fargo and continue to use the existing checking account for operational expenses. Paul made a motion to approve opening a checking account at STCU. The motion was seconded by Jim and carried.

No further business was discussed, and Jim motioned to adjourn the meeting at 3:30pm. The motion was seconded by Paul and carried.

Submitted by,

Jordan Brooks
Clerk | Treasurer
Coolin Sewer District

Coolin Sewer District

Meeting Sign in Sheet

January 23, 2024

Print your first and last name below. Thank you!

1. TERI + STUART CARLSON
2. CAROL NICHOLSON
3. Janet Langley
4. Bob Brown
5. Dan Brown
6. TERRY & JEN SAUNDERS
- 7.
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- 10.
- 11.
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