

**Coolin Sewer District
Regular Meeting Minutes
March 6, 2024**

The Coolin Sewer District Board of Directors met on March 6, 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 present. Jake called the meeting to order at 3:58pm.

UNFINISHED BUSINESS

Jim motioned to approve the February 7th meeting minutes as read. The motion was seconded by Paul and carried.

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

The Board and Jordan further discussed Utility Billing Software proposals. Jim motioned to accept the Caselle proposal with the verification that pricing would stay the same for up to one thousand (1,000) billing accounts. The motion was seconded by Josh and carried.

Jim motioned to adjust Sheppard’s (542 Warren Beach) billed ERs from 2 to 1. It was discussed that the structure was previously a duplex and has since been replaced by a single-family home. Josh seconded the motion to reduce the ERs for billing purposes only. All were in favor.

NEW BUSINESS

Jake discussed his thought process behind considering LID transfers/right to hook-up within the District. He stated that with unused LIDs out there, he would not be ready to approve a transfer today without more research into it, but it could help create more revenue for the District and is worth looking into. He said this would also tie into having Keller study the hookup fee and what that amount should be currently. He would also want to be factoring in higher flow numbers than 60 or 75 gallon per day, per ER, because based on current flow data, we have been higher than that. The Board had further discussion on what items they would like to research to make a decision on LID transfers. Paul stated he wants to know the legality of the process. He also wants to see a list of all current connections and which ones have assessed LIDs attached to them vs any properties that hooked up after the LID closed. Jim said he would like to have a second legal opinion on the matter. Everyone

questioned whether the sale should be a private matter or if the District should buy the LID back and then resell to another customer.

Jacob Marble asked Jake if he could look over the transfer form he submitted as a template and asked that the Board provide any opinions or suggestions. Jake stated it looked good to start with and one suggestion would be to require recording with Bonner County as part of the process.

Zack gave a brief explanation of how a Connection fee study would go. Paul motioned to approve a Connection fee study to be completed by Keller Associates. The motion was seconded by Jim and carried.

Chris Westerman with DEQ discussed the new requirements for Individual Pump Stations. He stated that each new system within the District must have a Preliminary Engineering Report (PER) that is approved by IDEQ.

Jordan provided pricing from Waste Management to have a 2-yard dumpster at the Shop. Paul motioned to approve a dumpster with on-call pickups. The motion was seconded by Jim and carried.

Chris and the Board discussed agitators for both lift stations. Chris stated that the south lift station agitator went out about 4 years ago and the Board at that time didn't want to replace it. He said that because of that, a mat of sludge has built up in the lift station causing the pump to not work properly. He had to have the sludge vacuumed out. He provided quotes to the Board for a replacement agitator(s) through RC Worst. Paul motioned to approve the purchase of two new agitators from RC Worst. The motion was seconded by Jim and carried.

Brent Wagner attended the meeting to discuss the sewer lines on the Post Office and Leonard Paul properties. He intends to drill a well for the Post Office building so that his red cabin property does not have to share with the Post Office anymore. He discussed this with Chris and learned that the sewer line from the Leonard Paul Store is believed to run right where the well driller is proposing to drill. The Board directed Chris to get an excavation quote to re-locate the line. The Board would like to see the costs for relocation before making any decisions on how to remedy the problem.

MAINTENANCE REPORT

Chris stated that a phase monitor relay went out at the south lift station and liquid was coming out of the barrels. He said the mat that was vacuumed out was 2.5 to 3 ft thick. He had a blower go out at the lagoon and he is waiting to hear back from the company on repairs. He also stated that Robert Bickers came up and did a load test on the generators. Jake asked Chris to follow up with Robert on the next steps with the generator soft start.

Dan Larson asked the Board a few questions, however those items were not on the agenda, so no further discussion occurred. Jordan stated to email over any questions to address at the next meeting.

No further business was discussed, and Jim motioned to adjourn the meeting at 6:09pm. The motion was seconded by Paul and carried.

Submitted by,

Jordan Brooks
Clerk | Treasurer
Coolin Sewer District

Coolin Sewer District

Meeting Sign in Sheet

March 6, 2024

Print your first and last name below. Thank you!

1. Dan Lawson 208-263-0623 Dan@TBEngineering.com
2. Coby Lengly
3. Janet Lengley
4. Kim White
5. Michael White
6. Josh Pileh
7. CORY YOST
8. Brent Wagner
9. MIKE BUDIG
10. John Stockton
11. PEGGY SMITH
12. Jacob Marble
- 13.
- 14.
- 15.
- 16.
- 17.
- 18.
- 19.
- 20.

ZACK WALLIN

Coolin Sewer District
Special Meeting Minutes
March 20, 2024

The Coolin Sewer District Board of Directors met on March 20, 2024, at the Coolin Sewer District Office. Those present were Paul LaCasse, Jim Morse, Josh Christensen, and Jake Copeland. Also present were Chris Morris and Jordan Brooks. Jake called the meeting to order at 3pm.

UNFINISHED BUSINESS

The Board and Jordan further discussed the proposals for Utility Billing Software. In the previous meeting, the Board had voted to accept the Caselle proposal, however upon further review of the price and services, Black Mountain Software was found to be a better option for the District. Jim motioned to withdraw the vote for Caselle and accept the proposal for Black Mountain Software. The motion was seconded by Paul and carried.

NEW BUSINESS

The Board reviewed Keller Associate's Task Order #005 for the Plan of Operations (PO) and Quality Assurance Project Plan (QAPP) update. These items are required to be updated by IDEQ every time the Reuse Permit is renewed. The last permit renewal was in 2020 and these items were not updated at that time. These updates would make the District compliant with the current permit. Jim motioned to approve Task Order #005 on a T&M basis, with a cap of \$31,000. The motion was seconded by Paul and carried.

The Board reviewed Keller Associate's Task Order #006 for the 2023 Annual Report. Jim made a motion to approve Task Order #006 at \$13,595. The motion was seconded by Paul and carried.

No further business was discussed, and a motion was made by Paul to adjourn the meeting at 4:52pm. The motion was seconded by Jim and carried.

Submitted by,

Jordan Brooks
Clerk | Treasurer
Coolin Sewer District