



**BOTTLE BAY RECREATIONAL
WATER AND SEWER DISTRICT REGULAR BOARD MEETINGS**

January 16, 2024

The Bottle Bay Recreational Water and Sewer District (BBRWSD) Regular Board meeting held by Zoom, was called to order at 4:02 p.m. by Bill Berg, after verifying the required quorum. Board members present were: Bill Berg, Rob Behrens and Jon Davis. Also in attendance were Bob Hansen, Brent Bennall, and RuthAnn Zigler, Recording Secretary. Absent: Steve Shearer.

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

The October 17, 2023 and December 19, 2023 regular Board meeting were tabled until the next meeting.

REPORTS

Treasurers Report

The P & L through November 30, 2023 was corrected to include the principal payments on WEP.

Status of checking accounts and accounts in Local Government Investment Pool: The Mt. West Bank (2094) account balance is \$31,338.21; Mt. West Bank (8384) account balance is \$3,853.24; LGIP1 account balance is \$85,641.79; and LGIP2 account balance is \$149,742.36.

Resolution to approve task order for Ardurra to draft and submit Letter of Interest in DEQ Facilities Planning Grant.

At the December meeting, the Board authorized Bill and Rob to figure out what we need to do about planning to improve the collection system. The deadline for submitting a Letter of Interest to DEQ was January 12, 2024. A resolution was drafted and distributed to the Board for their review.

2024-01 Rob Behrens made a motion to adopt Resolution 2024-01 on Letter of Interest in DEQ Planning Grant as presented. Jon Davis seconded and the motion carried.

Additional septic tanks: The Board discussed who is responsible for the repair and replacement of an additional septic tank(s) incorporated in the residential sewer system upstream of “the” septic tank. A resolution was drafted and presented to the Board for their review.

2024-02 Rob Behrens made a motion to schedule a public hearing on Resolution 2024-02 to amend the Operating Rules and Regulations. Jon Davis seconded and the motion carried.

Operations Report (December)

Bob reported that he’s working on the annual report that is due at the end of the month.

The capacity in the lagoons are good and working on resolving some I & I issues.

Collections Report (December)

Status report on capital and other construction projects:

As of October 2023, the 2023 scheduled capital improvements are: overflow basin pump upgrades have been completed; 10 pump control upgrades have been completed; 7 Airvac upgrades (with main line connection) have been completed; 10 mainline connection upgrades have been scheduled and 15 have been completed; tank replacements have been completed.

Plans are being made for main line upgrades, pump control upgrades and tank replacements in 2024.

Permit & Compliance Matters

There were no permit and compliance matters to discuss.

Discussions:

Directions to Brent on capital construction in 2024: Rob commented that if we are going to spend money on a comprehensive study, we need to look at what we can do this year; the grant money from DEQ in Resolution 2024-01 won't take effect until 2025, so this year we need to work on control units, tank replacements, do our normal maintenance and put in isolation valves as we go. Brent also commented on the mainline connections and said we should be prepared to start making repairs before we have a catastrophic failure.

Board Book and meeting video on website: The Board discussed if the Board Book and meeting videos should be posted on the website. The Board concurred that the more transparent we are, the better.

Status of Board appointment: Julie Houske, owner of the Bottle Bay Marina expressed interest in serving on the Board. The Board selected Rob Behrens and Jon Davis to interview Julie and have a recommendation to the Board at the next meeting. Bill will discuss the residency and voting requirements with Julie.

General Administrative Matters

Next meeting: The next meeting is scheduled for Tuesday, February 20, 2024 at 4:00 p.m. by Zoom.

ADJOURNMENT

The meeting was adjourned at 4:55 p.m.