



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

**November 19, 2024**

The Bottle Bay Recreational Water and Sewer District (BBRWSD) Regular Board meeting held by Zoom, was called to order at 4:01p.m. by Bill Berg, after verifying the required quorum. Board members present were: Bill Berg, Rob Behrens, Jon Davis, Steve Shearer and Julie Houske. Also in attendance were Bob Hansen and Brent Binnal (WSM) and RuthAnn Zigler, Recording Secretary. Guest Taria Smith

**CONSENT AGENDA**

Steve Shearer made a motion to approve the October 15, 2024 Regular Board meeting minutes as presented. Jon Davis seconded and the motion carried.

**PUBLIC COMMENTS**

There were no public comments.

**REPORTS**

**Treasurers Report**

Status of checking accounts and accounts in Local Government Investment Pool: The Mt. West Bank (2094) account balance is \$32,843.78; Mt. West Bank (8384) account balance is \$4,134.92. LGIP1 account balance is \$89,492.56; and LGIP2 account balance is \$136,475.32.

The resolution to change from Mountain West Bank to another institution can be tabled. After discussions between the bookkeeper and Board Secretary, it was determined that cost wise, Mountain West Bank is our best option to now.

Jon Davis made a motion to table the resolution to change banks. Rob Behrens seconded and the motion carried.

A copy of Water Systems Management contract for 2025 was distributed to the Board for their review and comments.

Jon Davis made a motion to approve Water Systems Management contract for 2025 as presented. Steve Shearer seconded and the motion carried.

**PUBLIC HEARING**

The FY 2024 budget was amended in order to do the capital improvement program; notice was published in the Bonner County Daily Bee.

The amendment was to increase the deficient budget from a projected \$18,000 to \$53,000 in order to complete the connection projects started in 2024.

There were no comments from the public and the Public Hearing was closed.

Rob Behrens made a motion amend the FY 2024 as presented. Steve Shearer seconded and the motion carried.

### **Operations Report (October)**

The land application total for the year is a little over 7.6 million gallons which is a little lower than last year.

### **Collections Report (October)**

Status report on capital and other construction projects: Replaced three (3) electrical controls, seven (7) installation inspections and two (2) escrow inspections, nine (9) pump control upgrades have been completed and installed four (4) mainline connections.

### **Permit & Compliance Matters**

Island Vista, hookup #038 – Application and deposit has been received, permit has been approved and inspection deposit has been received.

Wyckoff, hookup #040 – Application and deposit has been received, permit has been approved and inspection deposit has been received.

Petersen, hook #098 – Application and deposit has been received, permit has been approved, inspection deposit has been received and construction has started.

Ouhi, hookup #101 – Application and deposit has been received, permit has been approved and inspection deposit has been received. Started construction. While making the driveway, rip rap was put over the lateral line and most likely will damage the line. Property owner has agreed for the Sewer District to remediate the problem with our contractor who estimated the cost to not exceed \$3,500.

Olson, hookup #152 – Application and deposit has been received, permit has been approved, inspection deposit has been received, construction has started and inspection has been completed and deposit will be refunded.

Simchuk, hookup #171 – Application and deposit has been received, permit has been approved, inspection deposit has been received and construction has started.

Mack, hookup #175 – Application and deposit has been received, permit has been approved and inspection deposit has been received.

Haraft, hookup #183 – Application and deposit has been received, permit has been approved and inspection deposit has been received and construction has started.

Oakley, hookup #211 – Application and deposit has been received, permit has been approved, inspection deposit has been received, construction has started but we have not received a request for inspection. Brent visited the property and noted there is not a correct controller which the Sewer District requires so the property owner will need to be notified that they need to comply with the installation of the new controller which will be supplied by the Sewer District.

Grubb, hookup #299 – Offered to stop service for agreement to decommission steel tank upon new home construction; lot is now vacant. Brent will cap off inlet to the pump basin.

Smith, hookup #300 – Application has been received. Rob has been in correspondence with the property owner and the contractor and they are adamant that it is for a patio only; they have Bonner County permits to build it. Owner was asked to document this information and send in an application because they will be digging around the tank and the application was received and filed. Taria Smith, present at meeting stated that the master bathroom was expanded. The application will need to be corrected and a \$2,000 deposit to be assessed. Taria was also informed that their garage was built over

the Sewer District's easement that has our main line. She was asked to get the Sewer District an easement agreement in the event there is a rupture in the sewer line and they would re-route the line around the garage.

Audubon, LLC, hookup #309 – Application and deposit has been received, inspection deposit has been received. Rob will talk with property owner about removing the spoils.

Atteberry, hookup #321 – Application and deposit has been received, permit has been approved, inspection deposit has been received, construction has started and we are waiting for a call to do the final inspection and get a copy of the as-built so they can get their deposit refunded.

### **Report on ADU cost recovery**

All the properties in the Sewer District have been looked at and letters/emails were sent to all the property owners who have extra structures on their lot, noting that they will start getting charged for servicing unless we are notified that the extra structure is not an ADU. Everyone responded and were in compliance.

### **General Administrative Matters**

Meeting schedule for calendar year 2025: The Board agreed to change the monthly meetings to Monday at 4:00 p.m. beginning in January 2025 on the third Monday of the month.

Website update: Julie and RuthAnn are reviewing the website and prioritizing what changes need to be made first. They are looking into a payment on-line system, updating the forms and possibly getting setup with DocuSign. Photos are being formatted that will be put on the website in a carousel format. Streamline is reviewing the website to see if we can get the Zoom meeting link on the front page with the meeting date and agenda. Streamline has also scheduled a Zoom meeting with RuthAnn on November 22<sup>nd</sup> to go over the compliance updates

Next meeting: The next meeting is scheduled for Tuesday, December 17, 2024 at 4:00 p.m. by zoom.

### **ADJOURNMENT**

The meeting was adjourned at 5:00 p.m.