



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

**December 17, 2024**

The Bottle Bay Recreational Water and Sewer District (BBRWSD) Regular Board meeting held by Zoom, was called to order at 4:02p.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 (WSM) and RuthAnn Zigler, Recording Secretary.

**CONSENT AGENDA**

Steve Shearer made a motion to approve the November 17, 2024 Regular Board meeting minutes as presented. Julie Houske 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 \$35,078.30; Mt. West Bank (8384) account balance is \$10,457.03. LGIP1 account balance is \$89,872.93; and LGIP2 account balance is \$137,096.51.

**Operations Report (November)**

Not a lot of activity with the land application. We are at 17.2% capacity in the aeration lagoon and 11.8% in the polishing lagoon.

**Collections Report (November)**

Status report on capital and other construction projects: Replaced one (1) electrical control and one (1) float, one (1) installation inspection; and completed and installed one (1) mainline connection.

**Permit & Compliance Matters**

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

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

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.

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 and construction has started.

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 and inspection is underway.

Smith, hookup #300 – Application and deposit has been received.

Audubon, LLC, hookup #309 – Application and deposit has been received and construction has started. Property owner informed Rob that the property is for sale; the District is not paying for the regrading but will share the cost if it is necessary to get into the ground for the pipe.

Atteberry, hookup #321 – Application and deposit has been received, permit has been approved, inspection deposit has been received, construction has started and inspection has been completed.

### **General Administrative Matters**

Website update: RuthAnn attended an on-line training seminar on November 22, 2024. Streamline now has a lot more functionality that we can start integrating into our website. They also have DocuSign capability and on-line billing and payment capability. Streamlines annual fee will increase from \$120.00/year to \$240.00/year in June of 2025. Through the American Disability Act, requiring websites support people with disabilities and where that comes into play is with PDF's that are posted such as the agenda, minutes and current key documents; they will now need to meet the PDF accessibility criteria. Julie and RuthAnn will look at our posted documents to make sure they meet the requirements.

Next meeting: The next meeting is scheduled for Monday, January 20, 2025 at 4:00 p.m. by zoom.

### **ADJOURNMENT**

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