



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

August 20, 2024

The Bottle Bay Recreational Water and Sewer District (BBRWSD) Regular Board meeting held by Zoom, was called to order at 4:00 p.m. by Bill Berg, after verifying the required quorum. Board members present were: Bill Berg, Rob Behrens, Jon Davis, and Steve Shearer. Also in attendance were Bob Hansen and Brent Binnal (WSM) and RuthAnn Zigler, Recording Secretary. Guest in attendance: Katrina Faulkner. Not in attendance: Julie Houske.

CONSENT AGENDA

Steve Shearer made a motion to approve the July 16, 2024 Regular Board meeting minutes as presented. Jon Davis seconded and the motion carried.

Steve Shearer made a motion to approve the July 23, 2024 Special 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 \$51,361.11; Mt. West Bank (8384) account balance is \$4,579.11; LGIP1 account balance is \$88,334.81; and LGIP2 account balance is \$154,451.02.

The FY 2023 audit report was distributed to the Board for their review and comments.

Operations Report (July)

We are in really great shape and are operating where we need to be operating where we should be at year end with our lagoons being full or not full.

At the first part of September, University of Idaho will be installing gas sample monitors in the soil to continue on with and finish with their study.

DEQ is in the process of reviewing land applications on irrigation sites and forests to potentially make some modifications; Bob Hansen will keep the Board updated on this issue.

DEQ facility plan requirements for capital improvements: The question was asked of Bob Hansen that if the Sewer District doesn't do a study but for example, replace connectors, would we have an obligation to amend our Facility Plan with DEQ? Bob responded that DEQ would probably require us to do a revised Facility Plan. Bob reported that he will get in contact with Katie Baker, Engineer Manager at DEQ

in Coeur d'Alene and ask what DEQ will require for the Sewer District to upgrade their system; he will report back to the Board.

Collections Report (July)

Replaced two (2) pumps, replaced one (1) tank, four (4) locates, and one (1) maintenance inspection.

Status report on capital and other construction projects: There are ten (10) main line connections tentatively scheduled (currently on hold), three (3) pump control upgrades are completed and seven (7) are tentatively scheduled, one (1) tank replacement is scheduled.

Permit & Compliance Matters

Nelson, hookup #026– holding for sewer pump application.

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

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

Ouhi, hookup #101 – Application and deposit has been received, permit has been approved.

Olson, hookup #152 – Application and deposit has been received.

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

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

Oakley, hookup #211 – Application and deposit has been received, permit has been approved, construction has started.

Vinson, hookup #257 – Application and deposit has been received. There was an emergency call out for a possible leak from a broken line. A Stop Work Order was put on the property and then was breached by the contractor who continued to move soil from the property. Property owner and contractor was notified they were in breach of three (3) different phases: emergency call out, stop work order and work without a permit; a total of \$350 will be assessed and a \$200 fine for the required inspections that were not done.

Rob Behrens made a motion to charge a \$200 inspection fee and assess a \$350 fine to Vinson, hookup #257 with the total of \$550 deducted from the \$2,000 deposit and return the remaining deposit amount of \$1,450.00. Jon Davis seconded and the motion carried

Audubon, LLC, hookup #309 – Application and deposit has been received. A letter was sent to them about removing the spoils and they have until the end of August to remove to avoid a fine being assessed.

Atteberry, hookup #321 – Application and reposit has been received, permit has been approved, construction has started and the inspection is underway.

Public Hearing on Rate Change Schedule

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

Basic fee increase of \$5.00/month from \$24.00 to \$29.00 (effective January 1, 2025):

Jon Davis made a motion to adopt Resolution 2024-07 to increase the basic fee to \$29.00. Steve Shearer seconded and the motion carried.

Increase fine for violating stop work order from \$100.00/day to \$1,000.00/day (effective August 20, 2024):

Jon Davis made a motion to adopt Resolution 2024-08 to increase stop work order violation fee to \$1,000.00/day. Steve Shearer seconded and the motion carried.

Add \$500.00 fee for emergency call-out that is in violation of RSR's:

Jon Davis made a motion to approve adding a \$500.00 fee for emergency call-outs that are in violation of RSR's. Steve Shearer seconded and the motion carried.

Resolution to adopt the FY 2025 budget:

Jon Davis made a motion to adopt Resolution 2024-09 for the FY 2025 budget as published in the newspaper. Steve Shearer seconded and the motion carried.

Report on inspection trip for ADU's: A list of property owner's with ADU's was distributed to the Board for their review. Most of the property owners are paying the fee for the ADU; the ones that are not currently paying will be sent a letter informing them that they will need to call the Sewer District before the end of 2024 for an inspection.

Determine what constitutes a kitchen for purposes of defining an ADU: The RSR's define a kitchen as having a sink, cooking equipment and refrigeration. After discussion, the Board agreed that they would use their discretion at the time of the inspection.

General Administrative Matters

Next meeting: The next meeting is scheduled for Tuesday, September 10, 2024 at 4:00 p.m. by zoom.

ADJOURNMENT

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