# NOTICE OF PUBLIC MEETING

Laclede Water District

208-255-4068

**Meeting Date 11/13/2024 at Laclede Community Center – 6:00pm**

Those in attendance were Justin Roberts, David Stevens, Kimberly Swank, Chuck Thompson, Gloria Fletcher and Brent Deyo from Ardurra Engineering.

**Bring meeting to order\***

Justin brought the meeting to order at 6:01.

**Approve Minutes**

He asked if anyone wanted the minutes from the October meeting and no one did. Chuck made a motion to accept the minutes, Dave seconded, and they were approved.

**Changes in Agenda \***

Gloria added some paperwork from Umpqua Bank that we will need to fill out.

**Old Business\***

 **Update from Ardurra \***

Brent Deyo was at the meeting. He sent an email with some of the information below and gave us updates.

**Design**

The treatment system equipment is currently bidding. The bids will close at 3 pm, 11/12.  Brent will send a recommendation of award over to us to review at the board meeting. If all goes well, Brent’s hoping we will vote to conditionally award the low bidder contingent on DEQ’s approval of the bid.  That way we can get the manufacturer on board as soon as DEQ approves.

Brent told us of the three bidders. The documents that each bidder sent were over 200 pages and each had made a few changes. He told us that it would take a few days to go over each bid. We all agreed to take his recommendation. Notice of award will need Justins signature. Brent explained a couple of changes that the company put in. Veolla Water Technologies was the low bidder.

Brent said the bids came in higher than they expected. All three took exception to some of the items. He said no problems, that’s normal. Brent asked if Justin could get approval to go ahead if Ardurra and DEQ approves it. Then Justin can sign. Once Brent is comfortable with the bid, he will pass it off to the attorney. Wants to quickly turn it around when all parts are approved. Dave made a motion to give Justin permission to sign when Brent sends the recommendation. It was seconded by Chuck and approved.

Brent attached an environmental permit that needs Justin’s signature.  This is for the work at the new intake site.  Justin signed it and gave it to Brent.

Finally, he told us he would like to reach out to the property owners about the utility easements. Brent had a document and showed us which properties he needed the easement from so he can start the project. He will send us a list of the owners and we will try to get their phone numbers to let them know about the easements.

Brent would like to get started before next November. Ardurra needs to get the structure design finished now that a bid has been given so they know the measurements of the building. Brent would like Justin to be the point of contact for the project. We agreed.

Brent asked if we had someone to dig the line for the communication upgrade and if we had an electrician. Justin contacted Lynx and Rich McDonald but no final agreement.

Also in question was the amount that Justin can approve without a meeting. He will look into it. We will formalize the amount when we get closer.

**Ordinances/By-Laws \***

Zach reviewed the document. It came yesterday. Dave will review it one more time. We are hoping to have it ready this Spring for implementation. We think having a meeting with the community to explain it would be a good idea. We need to find out how to publish it or what kind of notice we need.

**Update from Trevor Richards**

Trevor has changed his mind and does want to go with the 1-inch line. Stephanie has emailed him to let him know of the additional costs. A lot of discussion came with adding $8,300 to his cost. Brent also commented that a lot of water districts charge initially to join the system and then more to install it. Since that is not in our current By-Laws, we decided we couldn’t charge the extra $8,300. I’m sure there will be more discussion on this. We also think we should check how much we have been charged for some of the last installations. Gloria made a motion to stop his ¾ inch connection we approved a few months ago and do the 1 inch that he has now requested. Dave seconded the motion, and it was approved.

**New Business\***

**Water Leak request from Anna Mae Hogan**. We weren’t sure what had occurred. Apparently, the leak is on her property. She was asking to forgive part of the bill. She had sent a copy of her bill so we could see it. The bill was for $246.00 and Dave made a motion to forgive 123.00. Kimberly 2nd, and it was approved.

Discussion on **Denise’s property on 468 Moore Loop Road**. Mike had sent Gloria a picture of how the neighbor is encroaching on her property and driving over the top of her meter. The Water Board will not get involved with the property line. However, we decided to send both residents a letter explaining that if the meter is damaged, the person driving on it will be responsible for paying to have it replaced. Gloria will draft a letter to them. And cc Zach, our Attorney.

**Dan Schwalbe ADU**. This came from Bonner County. Stephanie let us know about it. We need to see if Mr. Schwalbe has already be set up to receive 2 ADU’s with the LID. Justin will check to see how many ADU’s. If it’s a separate parcel, He will need to have a separate connection. If he only has one ADU’s that will have to be another discussion.



**Plant Operation\***

Bob sent the water production document. November was blank. No one has heard of any problems this month.

**Water User Forum**

No one was in attendance.

**Treasurer’s Report \***

 Umpqua Checking 434,273.92

 Umpqua Reserve Acct 29,185.77

 Mountain West Flex Acct 223,562.93

**Accounts that are delinquent**

Last month it was decided to publish those that are behind. We will do this so that when our new By-Laws are put into place, we can show the delinquent users that they had been warned.

|  |
| --- |
| **Overages for November 2024** |
| Account | Name | Balance | Current | Over 30 | Over 60 | Over 90 |
| 0 | USC | 6,600.96 | 1650.24 | 1650.24 | 1650.24 | 1650.24 |
| 32 | But | 212.60 | 45.84 | 70.08 | 45.84 | 50.84 |
| 45 | Gra | 275.21 | 45.84 | 45.84 | 45.84 | 137.69 |
| 61 | Bro | 188.36 | 45.84 | 45.84 | 45.84 | 50.84 |
| 115 | Rem | 195.08 | 45.84 | 48.2 | 50.2 | 50.84 |
| 650 | Blo | 75.21 | 48.87 | 26.34 |   |   |
| 224A | Fos | 112.03 | 45.84 | 45.84 | 20.35 |   |
| 295 | Eva | 70.91 | 45.84 | 25.07 |   |   |
| 360A | Lan | 65.86 | 45.84 | 20.02 |   |   |
| 400 | McC | 187.99 | 50.47 | 45.84 | 45.84 | 45.84 |
| 465 | McD | 94.67 | 45.84 | 48.83 |   |   |
| 602 | And | 156.53 | 45.84 | 51.26 | 59.43 |   |
| 610 | Aqu | 758.98 | 57.59 | 233 | 218.7 | 249.69 |
| 615 | Win | 149.89 | 45.84 | 104.05 |   |   |
| 634 | Her | 188.36 | 45.84 | 45.84 | 45.84 | 50.84 |
| 0664A | Gar | 92.10 | 45.84 | 45.84 | 0.42 |   |
| 670 | Pac | 77.53 | 77.53 |   |   |   |
| 0720 | Kir | 65.39 | 45.84 | 19.55 |  |  |
| 716 | Dai | 61.44 | 61.44 |   |   |   |
| 910 | Hec | 261.83 | 45.84 | 48.39 | 48.04 | 119.56 |
| 915A | Sho | 200.38 | 45.85 | 50.38 | 46.91 | 57.24 |

**Review/Pay the bills \***

Chuck made a motion to pay the bills, and Kimberly 2nd. Approved.

 **Bank access for Board Member**

Gloria went to the bank to get our old Board members name off the account and put Chuck Thompson’s name on so he can sign.

Melissa from Umpqua told that we need to add to our minutes that in reference to Mike Kauffman resignation from the Board several months ago, we need to take Mike off our bank signature forms. We also need to add Charles Thompson to our bank signature forms. These are for the signatures of all checks on account ending in 0313. Gloria also passed out a document the Bank would like updated. Everyone filled theirs out. Gloria will scan and attach the minutes and send them to Melissa at Umpqua Bank. Then when approved by the Bank, we will all need to go in to the Bank and sign.

**Adjournment**

 Justin asked for a motion to adjourn. Dave 1st, Gloria 2nd…. Approved Meeting ended at 7:55.

**\*Action items**