# NOTICE OF PUBLIC MEETING

Laclede Water District

208-255-4068

Meeting Date February 12, 2025 at Laclede Community Center – 6:00pm

Those in attendance were Justin Roberts, Kimberly Swank, Chuck Thompson, Gloria Fletcher, Travis Hansen from the Idaho Forest Group and Bob Hansen with Water Systems Management. We also had Brent Deyo from Ardurra on the phone.

**Bring meeting to order\***

Justin brought the meeting to order at 5:58 pm.

**Approve Minutes**

Justin asked if anyone wanted the minutes read. No one did. He asked for approval of the minutes. Kimberly moved to accept the minutes, Chuck seconded the motion, it was approved.

**Changes in Agenda \***

We are adding SAM renewal and Insurance information

**Old Business\***

**Update from Ardurra \***

Below is the letter Brent Deyo sent us for updates. During the meeting, he went through all the points explaining everything to us.

Design

Linked below is the Recommendation of Award to Veolia for the procurement of the membrane equipment.

If all is agreeable, please send me a signed letter indicating that LWD concurs with the recommendation.  DEQ needs this letter before they will issue Authorization to Award. After all of the negotiations, the cost went up $8,800 to bring the HMI and PLC in line with the contract documents.  Final bid values are as follows:

A table with numbers and a few words

AI-generated content may be incorrect.

Additional Services Authorizations

As previously mentioned, review and negotiation with the manufacturer has taken substantially more effort than anticipated.  I have attached an Additional Services Agreement to cover this time.  Within the additional services agreement I have also included a couple of other out of scope items.  Item 2 covers a permit for Wetland Disturbance/Fill.  This will be necessary if a second approach to the site is desired to allow heavy truck traffic to pull through the site.  Item 3 covers effort necessary to obtain easements.  During scoping it was not known whether easements were in place for the waterline running from the booster station to Upper Manly Creek.  It is now known there are no easements.  After discussing the length to which a colleague has gone through to get easements, this can be a laborious and highly variable process.   Due to the variable nature of this process, I propose this work be done as Time and Material with a not to exceed value.  Additional details for each item are included in the attached ASA.

ASA for Bid Negotiations - $11,000

ASA for Wetland Disturbance/Fill - $4,000

ASA for Easements - $20,000

Schedule

**2/25 – Meeting with Laclede Board Members to discuss updates to plans.**

**2/28 - 90% Drawings to Laclede**

**3/7 – Comments back**

3/14 – 100% to DEQ

4/14 – Bid with approval from DEQ

5/15 – Bids close

5/26 – Award Contractor

Easements

We have reached out to the property owners, but were unable to speak with them.  We will continue trying weekly and update the board of any progress. I recommend the board contact any of the property owners that they know.

In previous conversations with DEQ they indicated they would not allow a project to be bid without all necessary easements in place.  This will require us to bid the distribution main from the booster to Upper Manly Creek separately or risk delaying the entire project.  DEQ is fine with splitting it into two projects and it will not affect funding of either project.  Alternatively, I am going to see if it would be possible to bid this portion of the project as a Bid Alternate with award contingent on obtaining easements.   I will update the board once I have discussed with DEQ.

Brent Deyo, PE

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The Board discussed options if we don’t get the easements. Chuck asked if there is a plan B if we don’t get the easement. Brent said there are some changes that could be made. There are 6 people we need to get the easements from. Of the six, 3 have wells. Also, if people want money we will have to work on it since we had not planned for that. We also have to get a wetland permit and that was discussed. Justin made a motion to approve all three ASA items (above) so we could get them moving. Kimberly seconded it and it was approved.

Brent wants to meet with two of the Board meetings to discuss options. Justin and Chuck will do it on February 26th. Brent discussed more timelines.

**Ordinances/By-Laws \***

Dave was going to send out the updated By-Laws for our review. We didn’t get them, and he wasn’t present. We will table this to the March meeting.

**Update from Bank on Signatures**

Finally completed. Chuck can sign all day long!

**Bergman Connection**

Bob Hansen got a bid to bring the connection to them. It’s about 1500 feet and the bid was $127,860. Justin is positive the homeowners won’t want to pay this. We all think this is way to high. Justin will talk to the property owners.

**Update from Mike Wade**

Gloria included an update from Mike, our maintenance guy, on recent problems in our packet. Thank you, Mike and Kendall, for getting the leak fixed and working on the pump problem we had last month. The pump in the water that isn’t working is “probably” from the dock builder securing his dock building equipment too close to our pump. We all decided not to replace it now since it’s one of the first things that will happen with the upgrade. If something happens to the other good pump, Mike thinks he could get it going in two weeks.

**New Business\***

**SAM** **update for this year.**

Gloria received a statement for our SAM payment. They gave us several options to pay. One year, two years, etc. and 5 years for $2000. We all discussed it and decided to pay it for 5 years. Gloria will leave a note in the office for Stephanie to issue the check. Then Gloria will get two people to sign the check. The payment was due a few weeks ago.

**ICRMP Insurance Renewal**

This came to the email for the office. Apparently, Stephanie and Shawn did not answer her so she got a hold of Gloria. She included a document that needed to be filled out. We’ve had the email for several weeks and no one has responded. Gloria will do it so we aren’t late. Gloria is requesting the W3 form from the office.

**Plant Operation\***

Bob handed the water usage report. In January they produced 1,045,400. Everything else is going well. He also wants to start cleaning out things at the plant to get ready for the upgrade. Gloria and Justin will go over and start looking through the files.

**Water User Forum**

No one was in attendance. Travis let us know he got his bill fixed again.

**Treasurer’s Report \***

Umpqua Checking $447,131,72

Umpqua Reserve Acct 8,958.98 or 6,430.56. (different on both forms)

Mountain West Flex 223,787.98

**Accounts that are delinquent**

Justin has decided not to record this anymore. We will still want to review the delinquent accounts just not record them in the minutes.

**Review/Pay the bills \***

Justin asked for a motion to pay the bills. Gloria made the motion and Kimberly seconded it.

**Adjournment**

The meeting was adjourned at 6:51 and the Board went into Executive session.

**Executive Session**

**\*Action items**