Meeting Minutes: Southside Water and Sewer District

Public Hearing & Regular Board Meeting

Meeting Information

- **Date:** Wednesday, April 15, 2026
- **Time:** 2:00 PM
- **Location:** District Maintenance Shop – 1670 Lakeshore Drive, Sagle, ID 83860
- **Meeting Chair:** Jack Howard
- **Minutes Prepared By:** Julia MacDonald

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1. Public Hearing to Consider Rates

The public hearing convened at 2:00 PM to review the proposed revisions to the tiered water fee schedule and a 5% increase in sewer fees. It was noted that while the sewer adjustment is intended to offset rising operational costs, specifically for chlorine and health insurance, it was noted that further increases will likely be necessary during the next budget cycle. In addition to rising costs, this is largely driven by the impact of HB 583, a state mandate that prohibits the use of expanded fee structures for short-term rentals, necessitating a more comprehensive long-term review of the District's sewer rate requirements.

Mr. Bopp would like the Board to consider an adjustment to the water connection fee. The Chairman agreed to consult with an engineer to get an updated calculation for the next revisions.

With no public present and no written comments, the hearing closed at 2:11 pm.

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2. Regular Meeting Call to Order

The regular meeting was called to order at 2:11

Attendance

- **Board Members Present:** Greg Keibler and Doug Bopp. Brett Babcock was present via remote access. Kass Larson was absent
- **Staff and Consultants Present:** Treasurer/Administrator, Julia MacDonald. Maintenance Supervisor, Jason Barnhart was present via remote access.

Approval of Agenda (Action Item) Mr. Keibler moved to approve the agenda and Mr. Bopp seconded the motion and all were in favor.

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3. Public Comment

Attendance: No members of the public were present

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4. New Business (Action Items)

Bid Opening: Surplus Property: One bid was presented for item 004-235 Used Sensus Meters. Mr. Keibler made a motion to accept the bid and award the surplus property to Bruce Lines. Mr. Babcock seconded the motion. The motion was approved by majority with Mr. Bopp abstaining.

Budget Hearing Date: A motion from Mr. Bopp and a second from Mr. Keibler to schedule the FY2026-27 budget hearing for the August 19th meeting was unanimously approved. Staff will send the required documentation to the County Clerk before the April 30th deadline.

Easement Farmin / Hallock: Mr. Bopp reported he had a conversation with Mr. Hallock at 2583 Lakeshore Drive regarding a maintenance access easement to the Farmin lift station. He noted that Mr. and Mrs. Hallock are willing to work with the District on creating the easement. Although the Board agreed that an additional access agreement would provide clarity for perpetuity, it was also noted that the District already has a prescriptive easement supporting the right to access the facility. Mr. Bopp intends to follow up with Mr. and Mrs. Hallock to gather further input and continue the drafting process.

Capital Project Review/Update: 230 Olson Rd – Replace Water Lateral, Coil Pit & Meter Set Mr. Barnhart reported that staff consulted with Badger Meter experts regarding persistent reverse flow issues at this property. Badger recommended the installation of backflow prevention due to the property's specific location and its high susceptibility to pressure drops. Mr. Bopp noted the presence of a water storage cistern on the customers' property, which may be a contributing factor to the pressure issues if the equipment in the cistern isn't working properly. After further discussion, the replacement project was added to the capital project list and Maintenance will proceed with scheduling the work.

Building Permits: No new permits were presented

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5. Old Business (Action Items)

Homeowner Guide: Spec Sheets & Guideline Review. Staff will apply the minor updated revisions for the water and sewer guidelines. Mr. Bopp will connect with 7B Engineering to get an estimate on a spec sheet for the coil pit meter set.

Ordinance Amendments: Chairman Howard informed the Board that legal counsel Susan Weeks is scheduled to join the May meeting remotely to address the proposed ordinance amendments.

Rates and Fees: Resolution R26-01 was unanimously approved and adopted, establishing a new rate schedule effective May 1, 2026. The motion for approval was introduced by Mr. Keibler and seconded by Mr. Bopp, receiving full support from the Board.

The water rate change includes:
First Tier: Base rate $39.20 (unchanged) for the first 10,000 gallons
Second Tier: 11K to 20K - $2 per 1000 gallons
Third Tier: 21K to 30K - $7 per 1000 gallons
Final Tier: 31K and up - $12 per 1000 gallons

The sewer rate includes an increase of 5% per ERU across all rate codes.

Well Facility Project: Bid Review, Engineer Agreement, Funding Options
Chairman Howard reported that he submitted a project overage statement to DEQ to secure additional funding. The District is currently awaiting a formal response from the DEQ before officially awarding the construction contract to BF Builders, who was confirmed as the low bidder. Additionally, the Chairman noted that Bigfoot's bid for the controls was a reasonable figure for the project. He further highlighted that both 7B and BF Builders have expressed a willingness to collaborate on identifying potential cost savings through change orders, all of which will be subject to final DEQ approval.

ARPA Project: Construction on the new water tank is progressing, with framing underway and the concrete pour for the walls expected next week. 7B Engineering, District representatives and the contractor meet on Tuesdays and 7B provides a report on the status.

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6. Consent Agenda (Action Items)

The Board discussed the item in the Treasurers report regarding the declining balance for water connections. The data indicates the District has reached its full capacity of 314 Equivalent Residential Units (ERUs), as calculated by the 2017 Water Facility Plan formula. This potentially necessitates a water moratorium. The Chairman will consult with DEQ to determine the next steps.

Motion: Mr. Keibler moved to approve the Consent Agenda and with a second from Mr. Bopp, the motion passed unanimously

Items Approved via Consent:

1. **Meeting Records:** Previous minutes and financial statements
2. **Funds Transfer:** Q2 Sewer Capital Expenses to O&M
3. **Staff Reports:** Maintenance, Engineering, and Treasurer reports

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7. Adjournment

The meeting was adjourned at **2:54**

Next Meeting: Wednesday, May 20, 2026, at 2:00 PM.

Certification of Minutes

These minutes were Approved/Amended by the Board on May 20, 2026.

Minutes Submitted By: ____________________________

Approved By: ____________________________ Date: ___________