Meeting Minutes: Southside Water and Sewer District

Regular Board Meeting

Meeting Information

- **Date:** Wednesday, May 20, 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. Regular Meeting Call to Order

The regular meeting was called to order at 2:00pm

Attendance

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

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

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2. Public Comment

Attendance: No members of the public were present

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3. New Business (Action Items)

Health Insurance ICHRA Transition Proposal:
Ms. MacDonald presented an option to transition the District's healthcare model to an Individual Coverage Health Reimbursement Arrangement (ICHRA). This tax-deferred reimbursement structure would replace both the current employer paid medical insurance plan (administered by

III-A) and the supplemental reimbursements for family premiums. Transitioning to this model is projected to eliminate inefficiencies associated with the current supplemental family benefit reimbursements, resulting in a minimum annual savings of $4,000 in FICA and PERSI liabilities.

She presented a sample model based on age group and family size that features a tier-based contribution system. The contribution rates are to be determined by the Board. The tiers are designed to cover reimbursements for healthcare premiums for individual employees and their families, with specific plans to be selected by employees through the ICHRA vendor. Additionally, the Treasurer disclosed that the Board has the authority to establish separate participant classes based on hourly and salaried status and can vary the contribution amounts across those groups.

Ms. MacDonald advised that she remains in discussions with the vendor to establish a tiered contribution structure. She intends to have options for the Board at the next Board meeting. The III-A medical plan is required to be withdrawn by June 30th deadline.

Board Action: Mr. Bopp moved, and Mr. Larson seconded, to approve of withdrawing the current medical plan with III-A and moving forward with the transition to the ICHRA platform. The motion carried unanimously.

Capital Project Review/Update:
Add emergency capital project: 1330 Lakeshore - Lateral Line and Coil Pit Replacement.
Mr. Barnhart advised the Board of an issue regarding a District galvanized water lateral that was compromised during a homeowner's private service line replacement. Due to the deteriorated state of the existing galvanized line and the need for a new meter set, the Board authorized the replacement of the District's lateral line and coil pit. It was noted that because the installation requires boring beneath the roadway, the expenditure for this project will be higher than prior lateral replacements.

Building Permits:
Will-Serve Extension: 33 Lakewood Permit
The homeowner and contractor requested a renewal of their will-serve commitment, which expired in January 2026. Following confirmation that no changes have been made to the previously approved plans, the Board agreed that a one-year extension may be granted. Ms. MacDonald will handle the follow-up communication and issue approval if no changes have been made. Any notable changes will require Board approval.
130 Comeback Bay Carport Permit – The board approved the sewer sign-off request for Gary Parsons regarding his carport project.

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4. Old Business (Action Items)

Utility Maintenance Easements: The Board discussed the necessity of updating property easements to provide clarity for future Boards and operations, specifically focusing on underground power lines and infrastructure that were not included in original agreements. The Board will work with property owners to create and record addenda to existing easements.

Homeowner Guide: Spec Sheets & Guideline Review: Staff reported continuing development of the homeowner guide, with plans for a workshop between the team to clarify wording. Additionally, Mr. Bopp is requesting an engineer's estimate for the coil pit meter set spec sheet.

Ordinance Amendments: The Chairman informed that the attorney had completed her edits and recommendations for the ordinance amendments and additions. The Board discussed the impact of House Bill 583, which restricts the District from imposing rules and fees on the expanded use of vacation rentals, resulting in a significant revenue loss for the District.

The Board agreed to proceed with the proposed updates to the District's ordinance, which have not been revised since 2008. The updates will exclude the now-unenforceable short term rental language, with the option to retain that specific language for future consideration. The Board will do a final review to adopt the proposed amendments at the next regular meeting.

Well Facility Project: The Chairman is monitoring progress and expects to receive the well connection plan cost estimates from Dan at 7B Engineering. He wants to secure the cost estimates for all project phases before the next meeting.

Mr. Bopp and Mr. Barnhart met with electrician Bob Kennedy at the current well-house facility to determine if the space is adequate for the new equipment and will accommodate the required 3-foot electrical panel clearance.

The Board considered installing a generator prior to winter.

ARPA Project: An ARPA grant financial summary was presented to show tracking of the grant funds, with the district utilizing available water system capital reserves to cover the final costs.

Staff highlighted the success of smart meters in identifying leaks, noting a recent email alert regarding a 490-pound-per-hour flow. Investigation determined the leak was caused by a sprinkler system blow-off valve left open, and the issue was resolved.

The ARPA-funded tank project remains on track, with wall forms remaining in place for proper curing, and the team expects to complete construction within the grant timeline.

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5. Consent Agenda (Action Items)

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

Items Approved via Consent:

1. **Meeting Records:** Previous minutes and financial statements
2. **Funds Transfer:** LID Bond Collections to State Pool 15 Acre Balloon Fund
3. **Staff Reports:** Maintenance and Treasurer reports

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6. Adjournment

The meeting was adjourned at **2:42**

Next Meeting: Wednesday, June 17, 2026, at 2:00 PM.

Certification of Minutes

These minutes were Approved by the Board on June 17, 2026.

Minutes Submitted By: ___________________________

Approved By: ___________________________ Date: ___________