

Payette Lakes Recreational Water & Sewer District

Regular Meeting

June 18, 2025

Directors Present

Ellen Holm, Chairperson
Bill Weida, Vice-Chair

Dallas Young (telephone)
Todd Fereday
Brian Renstrom

Advisors Present

Adam Christenson (telephone)
David Watkins, J-U-B Engineers
Maggi Lloyd, J-U-B Engineers
Rebecca Coulter, Langdon Group(telephone)

Staff Present

Tammie Richardson
Jeff Bateman

Also Present

Sierra Christie, Star News
Bill Hendrickson, Patron
Candi Millar, Patron
Elaine Murray, Citizen

Chairperson Ellen Holm called the meeting to order at 9:00 am.

Oath of Office for Board Directors Elected in Zones 1, 2, and 3

Dallas was on the telephone, so Tammie read the Oath of Office, and Dallas repeated, and Dallas was sworn in as Board Director for Zone 1. Todd Fereday read the Oath of Office and was sworn in as a Board of Director for Zone 2. Brian Renstrom read the Oath of Office and was sworn in as a Board of Director for Zone 3.

Election of Officers, Board Chair, and Vice Chair

Bill nominated Ellen Holm for Board Chair, it was seconded by Brian and the motion carried. Ellen nominated Bill Weida for Vice Chair, it was seconded by Todd and the motion carried.

Approve Regular Meeting Minutes for May 21, 2025

Bill moved to approve the Regular Meeting Minutes for May 21, 2025, it was seconded by Brian and the motion carried.

Approve Special Meeting Minutes for May 29, 2025

Bill moved to approve the Special Meeting Minutes for May 29, 2025, it was seconded by Todd and the motion carried.

Approve May 2025 Treasurer's Report

Bill moved to approve the Treasurer's report for May 2025, it was seconded by Dallas and the motion carried.

Consider Approval for Line Extension for HTW McCall, LLC Dawson Trail Project

Jeff stated this is for a new subdivision on Dawson Lane by Davis Avenue. Maggi from JUB reviewed the plans and suggested a few modifications to some of the language. Brian asked if we had any drawings or maps. Jeff said he could send the maps. The Board discussed Spruce Street and the approximate length of the pipe that needs to be replaced. Brian asked about the length of the line extension. Jeff commented that they are adding seven manholes tying into a 12-inch line from Wooley Avenue. David commented that for simple line extensions, DEQ allows any engineer in the State set up with DEQ to do QLPEs and review them on behalf of DEQ. JUB reviews, writes a letter, and submits it to DEQ, saying we reviewed it and it meets the State regulations, and they can proceed with the project without waiting the thirty to sixty days from DEQ. It is a pass-through cost for the customer.

Bill moved to approve the line extension for HTW McCall, LLC Dawson Trail Project. It was seconded by Todd, and the motion carried.

Consider Approval for Line Extension for McCall Airport

Jeff explained that the Airport wants to add several more hangars. They need to do a line extension and add two new manholes. Brian asked if there would be any floor drains. Jeff stated that having a floor drain connected to the sewer is illegal under our policy. David commented that in the Master Plan, we did model all the hangars being sewer. The Airport can not connect until the bottlenecks are fixed. Jeff stated that there are a few holding tanks left at the Airport. When the District took ownership, we agreed to pay to have their tanks pumped out once, and then it was up to them because they needed to be connected to the sewer. He believes there are only one or two left. If they come and want to connect to the sewer, he will allow them to without fixing the bottlenecks, as they should have been connected years ago.

Bill moved to approve the line extension for McCall Airport, it was seconded by Brian and the motion carried.

Set Public Hearing on Petition for Annexation of Property filed by Pine Creek Ranch, LLC

Tammie commented that the proposed date is July 10, 2025, at 12:00 at the Idaho First Bank building. She informed the board that it can only accept comments in writing at our public hearing. Adam reiterated that any objections to the petition must be made in writing, and the Board can not consider objections not in writing. Effectively, that means there will not be the normal conception of a public hearing that people get to stand up and testify because the board can not consider that. The District will need to be sure that folks who wish to provide testimony do so in writing at or before the public hearing. The notice that will be published will provide direction on how they submit their written comments. Depending on how written comments come in, he would only note that the Board may not have time to fully digest those comments at the public hearing, so it may be necessary to continue the hearing. The statute allows the Board to adjourn and continue the public hearing at a future date and time, so if additional time is necessary to review everything, the Board will have that option. We will set the public hearing on July 10 and go from there. Tammie went over the process of posting the public notice, which will be posted in the Star newspaper for two weeks. It will be posted in the District and on our website.

Brian is concerned that the public will not have enough time to make written comments. He wants to know if the Board can take written comments after the public hearing. Adam

responded that it will depend on how the Board wants to handle the public hearing. If the Board closes the public hearing, it cannot accept comments. If the Board continues the public hearing for a future date, they could accept written comments as long as the hearing is open, but you can't hold a public hearing, close it, and continue to take comments. That would not give the petitioner a chance to respond. If the Board continues the meeting, Adam believes we can still take written comments. He thinks there needs to be a cutoff date. The District can make all those comments available to the public. Because the comments will be in writing, we want everyone to have a chance to review those and respond, including the petitioners. The question is, when is the cutoff for comments for the second meeting, depending on how they may be summarized in some form. The petitioner can respond, and then the public hearing gets closer. The board can then deliberate on the petition outside of the public hearing. Public hearing is for testimony. The Board discussion and action occur later, so the board wants to sequence the events to dictate when and if you continue the public hearing and when the board deliberates on the petition based on the information received at the public hearing.

Bill moved to set the public hearing for annexation of Property filed by Pine Creek Ranch, LLC, for July 10, 2025, at 12:00, it was seconded by Todd and the motion carried.

Consider Approval of Agreement with JUB Engineers for Pine Creek Ranch Hearing Support
Rebecca Coulter from the Langdon Group presented the Public Meeting Coordination agreement. She went over the project management, meeting coordination, and preparation. This will be for up to two public meetings to help prepare agendas, with notes taken by the facilitator. She will also prepare content for the website. We did this agreement as T&M, as things can change, and we can refine the scope as we get closer. JUB will be able to provide equipment to host the meeting remotely and record the meeting. David will check with Adam about the transcription software to make sure he is happy with it.

Bill moved to approve the agreement with JUB Engineers for Pine Creek Ranch Hearing Support Property filed by Pine Creek Ranch, LLC, for July 10, 2025, at 12:00, it was seconded by Brian and the motion carried.

Consider Approval of Mutual Aid Assistance Agreement for Idaho Intrastate Water/Wastewater Agency Response Network (IdWARN)

Jeff explained that we signed up with this around ten years ago, and it gives small communities around Idaho access to some of our emergency response equipment if needed. He had Adam review the agreement. Bill stated it also works the other way around. Bill explained that we have a major concern about whether we were to have a fire or something else, and if Idaho Power shuts down the power to control the fire, it turns out that they also shut off all of our lift stations. We don't have enough equipment to keep all of them pumping, which is a concern because the City has a generator that can be used to pump water.

Brian commented that they talked about this briefly at the security summit. He thinks this is good; it's just being a good neighbor. Jeff, it would be great to have stationary bypass at each station, but we don't have the space around most places to install that. Brian pointed out that in the interest of redundancy and budget, it is not a good use of money to have a lot of equipment just in case we need it. Jeff commented that for a system our size, we are pretty well equipped compared to a lot of other places. David explained that in the Master Plan, we looked at the power's reliability. It looks pretty good; we have not had a lot of long power outages. Idaho law

states that for a lift station, you either have to have emergency storage in the wet well or a generator. He would say 80% of the districts' lift stations that the power is reliable enough you are not required to show emergency storage.

Brian moved to approve the Mutual Aid Assistance Agreement for Idaho Intrastate Water/Wastewater Agency Response Network (IdWARN), it was seconded by Todd and the motion carried.

Consider Issuance of Connection Permits Prior to Sewer Line Extension Acceptance for St. Luke's McCall Foundation, Inc./McCall Memorial Hospital District Workforce Housing Project

Jeff explained that our policy states that no sewer permits will be issued until the system is accepted completely. We did make an exception to the school district. Mr. Millemann, the attorney for St. Lukes and Crestline, wanted to go through the same process as we did for the school, allowing them to purchase their permits to start going vertical before the system was fully accepted. Jeff does not see an issue with it. Adam adjusted the Permit using the same verbiage we used for the school district. If anyone connects to the system before it's accepted, the permits they purchased will be void. Jeff does not want the District to be the one holding up their project. Brian asked about the line extension. Jeff commented that, from his understanding, these are container houses that will be stacked together. The main construction and installation of the sewer main will be done. They may need to come back to do some paving.

Bill moved to approve the issuance of connection permits prior to sewer line extension acceptance for the St Luke's McCall Foundation, Inc. /McCall Memorial Hospital District Workforce Housing Project, provided that any such permits issued must contain and be subject to the following express condition: "No structure(s) on the subject Property shall connect, whether through a service lateral or directly, to the District's collection system until the sewer line extension serving the Property and being constructed by Owner is accepted by the District. Violation of this permit condition by the Owner, or any Owner contractor, subcontractor, employee, or laborer, shall void all connection permits, including this Permit, issued for such connected structure (s). In such an event, paid connection fees, base rate fees, and monthly user fees will not be refunded." It was seconded by Brian and the motion carried.

Engineer's Report

Maggi updated the Board on the Mission Street Project. We have the Contract signed and are waiting for their proof of insurance. They should be mobilizing right after the 4th of July. We are anticipating a month for construction. It is the same contractor that is doing the City's job. Idaho Power is working out there right now.

She gave an update on lift station 27. She put together a new figure to address DEQ's concerns. It impacts the homeowner, and we will likely need an additional easement. Jeff had a conversation with the homeowner, and she emailed her response to provide to DEQ. Everything holding it up is whether the valves are in the vault or the wetwell. Jeff stated that we are trying to make the smallest footprint on private property possible and stay within our easement. This lift station was designed to have the check valves in the wetwell, and it has worked fine for forty years. We want to replace what we have with updated parts and pieces, but DEQ does not like it that way. Overall, we anticipate construction next year due to the delay.

David reported that he has worked on some budget items for the FY26 budget with Jeff and Tammie. The new ISPWC & supplemental specifications just came out, and it is now time to update the District's specifications. Jeff updated him on a bunch of comments, making changes and adding a new lift station drawing.

David reported that they finished doing the electrical update at the treatment plant. JUB's engineer from Boise went and looked at it. JUB will generate the record drawings and send them to DEQ. Jeff said the only complaint is that the harmonic balance creates a horrible tone. We will have to build a wall because it is very annoying. If we had known it would make that pitch sound, we would have moved it over to the blower side.

Pond Liner Update

David commented that his only update is that we are still waiting on DEQ. We have given DEQ the information about the offset project, but we have not gotten any comments. As a reminder, we have finished the design for the replacement liner. It has not yet been sealed because we are waiting to see what happens with DEQ. The only thing that is not finished is if DEQ changes what they require, like if we need temporary treatment during the project. That may need to be added to the design.

Legal Report

Adam reported working with Jeff and Tammie to get a handle on the Pine Creek Ranch public hearing process. We have also been reviewing some written comments that we received regarding the draft excavation policy that went out, and we will get back to the board at a future meeting. We did have a working call regarding the District's bond money with Zions Bank. We hope to do a DEQ financing and will have more details in the next few months.

Discussion of the Draft Fiscal Year 2026 Budget

Tammie presented the draft FY26 proposed budget. She reviewed revenue, office, system operations, engineering & infrastructure worksheet, facilities & utilities, and personnel expenses. She explained that the 25% rate increase on the revenue worksheet is shown, which we will be having a public hearing on at the next board meeting. There were not too many changes to the office operations other than annual dues and subscriptions, which have increased. ICRMP did have an increase of 6% for the upcoming fiscal year. She went over the system operations and plant equipment. The plant equipment is down this year, with staff requesting the basics like hoses, miltronics, transducers, drywell heaters, etc. We are requesting more money for both engineering and infrastructure. Staff would like to continue tackling I&I, and the \$1M in the budget will help. She went over the lift station utilities and treatment facility. Idaho Power is asking for an increase, so she has reflected that in the budget. We have also been informed that Ziple has been undercharging for our lift station lines. Jeff is working with Ziple to fix that, so our invoice will likely double. The treatment plant is expensive, and I have shown increased amounts for Idaho Power and other utilities. She reviewed the personnel expenses and informed the board that she showed a 1% COLA increase. She explained that we do not have the medical insurance rates and won't until October, but she did reflect a 9% increase for medical insurance in the FY26 budget. We still have one open position.

Brian commented that he would think that a 2% COLA would reflect the market better. She responded that she would look into that. She explained that she will present a final FY26 budget at the July board meeting.

Fiscal Year 2026 Budget Workshop with Revenue Bond Funds and Grant

David and Jeff will have a detailed report at the next board meeting. David discussed replacing the pond liner, dredging, and blowers at the treatment facility, for which we will use the grant money.

Staff Report

1. Tammie reported that we sold eleven permits in May and three so far in June.
2. Tammie informed the board that Valley County sent us a check for \$1,246.57 for the election. We had sent \$4,673.50, but they did not need that much. The election cost \$3,426.93.
3. Tammie went over the delinquent accounts for certification to the County. We started with two annual, twelve semiannual, and 32 monthly for forty-six customers. We are down to 30 customers.
4. Tammie reported that Adam and she had a call with Michael Keith from Zions Bank about the timing of the bond issuance, which will not be until 2026. He recommended that the monthly increase be issued immediately. It will look better when we go out to issue the bond. We will have a public hearing at the July board meeting for the 25% increase.
5. Tammie reviewed the District's Circuit Breaker program that we had a few years ago. The program helps senior citizens by offering a discount on the sewer rates if they qualify through the State of Idaho for property tax reduction. She asked the Board if they would like her to bring this back for the Board to review. She feels that there will be a handful of patrons, and the 25% increase will cause hardship.
6. Jeff reported that we are still working with Badger Meter. They sent us eight new meters and replacement amplifiers because they had some sensors in the amplifiers and acknowledged that they had an issue with moisture getting in them and causing faulty data. They have revamped their amplifiers. We wanted to replace all the meters before the irrigation season, but they did not arrive in time. We now have the meters but are waiting on the amplifiers.
7. Jeff reported receiving a phone call from DEQ yesterday asking for a collection system survey. He emailed them and explained that this is a bad time of year for us because we are so busy and have a small crew. He suggested rescheduling for the fall. They also want to do a compliance evaluation on the treatment facility. He is waiting for their response.
8. Jeff commented that we have probably four different places that may have an illegal connection. Staff will monitor, and we will address those issues sometime this summer.

Brian reported attending the State of Idaho emergency response team sponsored at a first-ever water security summit. It started with an interesting FBI and Homeland Security threat assessment report. They reviewed the threat assessment and some countries to be aware of, such as China, Russia, and Iran. They are specifically targeting infrastructure. They want a kill switch in all the infrastructure. If there is a conflict, they want to be able to turn off all our systems. It comes through hardware, for example, you buy a PLC from China that may have malware or chips embedded into it that can kill the system. It can also come from software and supply chain disruptions. Throughout the day, there was a lot of discussion about risk management, risk assessment, and emergency response plans. The big thing is that many free resources are available to us.

General Public Comment (Limited to 3 minutes per individual)

Elaine Murray commented that she had a question, not a comment. She said she is a citizen and champion of attainable and affordable housing for people living near their work. Pine Creek is a big development and answers the call for more housing. She was confused about the public comment part. She wanted to know what information the District will provide to the public about the annexation. There was a lot of confusion about what Ms. Murray was asking. Adam went over that the public comment period is for public comment, not to ask questions. As far as the petition, it is publicly available; that is what the public has the right to object to. Bill suggests she get a copy of the statute and read it. Bill read through the statute three or four times, and it is impossible to figure out what they are trying to say.

Candi Millar has two procedure requests. She would like the Board to include a roll call in the agenda, including who is on the phone. Secondly, a link to the documents discussed in the meeting should be added so the public can access them.

Bill Hendrickson represents the North Fork Payette River Watershed Coalition Work Group. He is most interested in replacing the pond liner update. He is wondering about the procurement plan. David stated that until we know the schedule, which is held up with DEQ, we don't have a plan, but most likely it will be something like CMGC. David stated that the District's highest priority is replacing the liner, but we are on hold because we are waiting on the compliance piece.

Ellen moved to adjourn the meeting, it was seconded by Bill and the motion carried.

Submitted by: Tammie Richardson

A handwritten signature in blue ink, appearing to read "Ellen Holm", written over a horizontal line.

Ellen Holm, Chairperson

