

OFFICIAL MINUTES
Public Hearing and Regular MEETING
HAYDEN AREA REGIONAL SEWER BOARD
July 17, 2025

The Public Hearing and Regular meeting of the Hayden Area Regional Sewer Board (HARSB) was held on July 17, 2025, in the Hayden Area Regional Sewer Board Administration Building at 10789 N. Atlas Road, Hayden, Idaho.

The meeting was called to order by Leslie Duncan, Chairman at 3:00 p.m...

Roll Call was then taken:

City of Hayden (City)- Matt Roetter- yes

Hayden Lake Sewer District (HLSD)- Geoffrey Harvey- yes

Kootenai County (County)- Commissioner Leslie Duncan- yes

Public Hearing

Opening of public hearing 3:00 p.m. for proposed resolution increasing sewer capitalization fee 2025-1.

No public comment was presented.

It was moved by Matt Roetter, and seconded by Geoffrey Harvey, to end public comment and enter into deliberation.

Roll call vote taken:

City of Hayden- Matt Roetter- yes

Hayden Lake Sewer District- Geoffrey Harvey- yes

Kootenai County- Commissioner Leslie Duncan- yes

Public Hearing ended at 3:02 p.m.

Approval of New Sewer Treatment Capacity/Connections, Resolution 2025-1

It was moved by Geoffrey Harvey, and seconded by Matt Roetter, to Approve of New Sewer Treatment Capacity/Connections, Resolution 2025-1.

Roll call vote taken:

City of Hayden- Matt Roetter- yes

Hayden Lake Sewer District- Geoffrey Harvey- yes

Kootenai County- Commissioner Leslie Duncan- yes

Motion Carried.

Consent Calendar

It was moved by Matt Roetter, and seconded by Geoffrey Harvey, to approve the Consent Calendar as stated: Approval June 19, 2025, Regular Meeting Minutes; Approval of June General & Construction Financial Reports; Approval of Bills General & Construction, Replacement.

Roll call vote taken:

City of Hayden (City)- Matt Roetter- yes

Hayden Lake Sewer District (HLSD)- Geoffrey Harvey- yes

Kootenai County (County)- Commissioner Leslie Duncan- yes

Motion Carried.

Administrative Reports

Ken Windram gave his administrative report, which is attached hereto.

Board discussion occurred regarding the real estate agent that inquired about the HARSB Reuse Farm for a possible ammonia/hydrogen project. Staff were directed to get more information and have a presentation about this project.

Board discussion occurred regarding the facility plan grant funds and if staff should proceed with the IDEQ grant, staff were asked to proceed.

Brock Morrow gave his chief operators report, which is attached hereto.

Entity Reports

City of Hayden – Lancaster new Ramsey roundabout should be open next week.

Hayden Lake Sewer District (HLSD) – no report

Kootenai County –Airport air show went great and they are discussing about having it again next year.

Approval of Updated Public Records Request Fees

Stephanie Oliver discussed the updated fees, see enclosed information. Board discussion occurred regarding whether the Resolution could be approved since it wasn't listed on the agenda, so will need to be on the consent calendar next meeting.

It was moved by Matt Roetter, and seconded by Geoffrey Harvey, to approve the updated public records request fees.

Roll call vote taken:

City of Hayden (City)- Matt Roetter- yes

Hayden Lake Sewer District (HLSD)- Geoffrey Harvey- yes

Kootenai County (County)- Commissioner Leslie Duncan- yes

Motion Carried.

Update on City H6 Lift Station and Force main construction, with Update, Discussion, Decision on HARSB 15" Replacement Line

Ken Windram and Alan Soderling, City of Hayden Public Works director, discussed the current construction project and it looks like it will be completed within about 3 weeks. The pipe coming onto HARSB property had to be shallow due to infrastructure already in the ground. It will need to have additional cover where possible and will need to be insulated when additional cover is not possible.

Discussion on Dissolution of Joint Powers Agreement

The attorneys did not meet June 30th, the next meeting is set for July 22nd at 3:00 p.m...

Michael Schmidt discussed the progress of the current interagency agreement, and that he is currently working on a redline draft of the agreement.

Approval of Updated Woodhawk Contract

Ken Windram talked about the Updated Woodhawk Contract, see enclosed contract.

It was moved by Matt Roetter, and seconded by Geoffrey Harvey, to approve the updated WC-24198 Service Contract Proposal, Rev D Woodhawk Contract.

Roll call vote taken:

City of Hayden (City)- Matt Roetter- yes

Hayden Lake Sewer District (HLSD)- Geoffrey Harvey- yes

Kootenai County (County)- Commissioner Leslie Duncan- yes

Motion Carried.

Discussion and Approval of Budget 2025-2026

Ken Windram opened the discussion on the budget, see enclosed information on the budget and HLSD budget item list. Board discussion occurred regarding the HLSD budget comments: H3 Lift Station, Outfall Pipe, Redundant Outfall Pipe, Round About Force Main Replacements, Facility Plan, these components were also discussed in regards to the dissolution process, discussion occurred on the interceptor percentages- HARSB will provide some information that all three pumps come on at the same time, a request was made to get the information from Welch Comer to support their suggested percentage number.

Special Meeting set up for budget discussion on July 24, 2025 5:00 p.m....

Discussion and Approval of Welch-Comer Amendment to Owner-Engineer Agreement

Ken Windram discussed the amended agreement for the outfall design, see enclosed agreement.

It was moved by Geoffrey Harvey, and seconded by Matt Roetter, to approve the welch-comer amended contract.

Roll call vote taken:

City of Hayden (City)- Matt Roetter- yes

Hayden Lake Sewer District (HLSD)- Geoffrey Harvey- yes

Kootenai County (County)- Commissioner Leslie Duncan- yes

Motion Carried.

Adjourned meeting at 4:49 p.m...



Leslie Duncan, Chairman



Stephanie Oliver, Secretary