

OFFICIAL MINUTES  
Regular MEETING  
HAYDEN AREA REGIONAL SEWER BOARD  
December 21, 2023

The Regular meeting of the Hayden Area Regional Sewer Board (HARSB) was held on December 21, 2023, 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 3:03 p.m...

Roll Call was then taken:

City of Hayden- Roger Saterfiel- yes  
Hayden Lake Sewer District- Barb Neal- via telephone- yes  
Kootenai County- Commissioner Leslie Duncan- yes

**Consent Calendar**

It was moved by Roger Saterfiel, and seconded by Leslie Duncan, to adopt the Consent Calendar as presented: Approval of November 16, 2023 Regular Meeting Minutes; Approval of December 8, 2023 Special Meeting Minutes; Approval of November General & Construction Financial Reports; Approval of Bills General & Construction, Replacement; Approval of Delta Dental Renewal (2% Premium Increase)

Roll call vote taken:

City of Hayden- Roger Saterfiel- yes  
Hayden Lake Sewer District- Barb Neal- yes  
Kootenai County- Commissioner Leslie Duncan- yes

Motion Carried.

**Presentation and Approval of Magnuson, McHugh, Dougherty CPAs Financial Audit 2022-2023**

Korby Baker and Mike Webster with Magnuson, McHugh, Dougherty CPAs, discussed the presented September 30, 2023 audit. Korby expressed that HARSB received a clean opinion (unmodified) and the highest rating that an entity can receive. She then proceeded to walk the Board thru the presented audit report. Board members asked questions regarding the report.

It was moved by Roger Saterfiel, and seconded by Barb Neal, to approve the Magnuson, McHugh, Dougherty CPAs Financial Audit for year ending September 30, 2023.

Roll call vote taken:

City of Hayden- Roger Saterfiel- yes  
Hayden Lake Sewer District- Barb Neal- yes  
Kootenai County- Commissioner Leslie Duncan- yes

Motion Carried.

## **Update on Facility Start-Up**

Ken Windram gave an update on the status of the Phase 2 Facility Startup, see enclosed Information.

## **Administrative Reports**

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

Ken discussed the valves and how the closing of the Screw Press Drain valve from the Dewatering Room to the SCC Feed Pump station allowed us to get down within the total phosphorus range that we need. The membranes are removing all the e-coli, so we are using much less chlorine currently.

Post Falls has now received their final permit, and several items that we questioned are still on their permit and IDEQ has not indicated that they would remove.

## **Entity Reports**

City of Hayden – This is Roger Saterfiel’s last meeting and he recommended to the new Mayor that Matt Roetter to take over his position, and is unsure about the alternate. Alan Soderling reported that on the last rain on snow event, they located the area of the line for the Dakota Lift Station that has all the inflow. Roger Saterfiel thanked his fellow Board Members and staff.

Hayden Lake Sewer District (HLSD) – Barb Neal thanked Roger for his services, and then indicated that they are still worked on their I-n-I.

Kootenai County – Gaston has been working with Ken Windram regarding the empire lift Station, it was plugged again.

## **Boulder Park Project Biosolids Beneficial Use Services Contract Expiring December 31, 2023**

Ken Windram discussed this continuation amended agreement with King County and Boulder Park, see enclosed agreement.

It was moved by Barb Neal, and seconded by Roger Saterfiel, to approve amended agreement.

Roll call vote taken:

City of Hayden- Roger Saterfiel - yes

Hayden Lake Sewer District- Barb Neal- yes

Kootenai County- Commissioner Leslie Duncan- yes

Motion Carried.

### **Discussion on July 2023 Entity Flow and Load Testing**

Ken Windram discussed the Wastewater connections and that during the three days in July everyone met their requirements, see enclosed information. Board discussion occurred regarding this issue, some of the rain on snow events, and high influent flow rates. Board and staff discussion occurred regarding needing a new Facility Plan, and the cost being in next year's budget.

### **Update on City H6 Lift Station and Force main; Update, Discussion, and Decision on HARSB Replacement Line**

Alan Soderling, City of Hayden Public Works Director, discussed that the City is in the position of wanting to bid their projects (Gravity Sewer, City Force Main, H6 Lift Station) by the end of February 2024. To take advantage of the economy of scale HARSB will need to have their information at the January meeting. Board discussion occurred regarding the size of the line. Alan Soderling and Jim Coleman will need to meet to discuss the HARSB replacement line size. HARSB will make a decision in the January meeting.

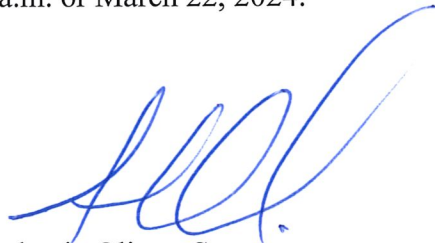
### **Discussion on Dissolution of JPA- Update from HARSB and Entities**

The Hayden Lake Sewer District still has not received the draft agreement from the City of Hayden. Next meeting was scheduled for January 19, 2024 8:30 a.m., this meeting will not take place so we need to reschedule the meeting to April 5, 2024 8:30 a.m. or March 22, 2024.

Meeting adjourned at 4:05 p.m...



Leslie Duncan, Chairman



Stephanie Oliver, Secretary