

OFFICIAL MINUTES
Regular Meeting
HAYDEN AREA REGIONAL SEWER BOARD
January 15, 2026

The Regular meeting of the Hayden Area Regional Sewer Board (HARSB) was held on January 15, 2026, 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 3:02 p.m...

Roll Call:

City of Hayden (City)- Matt Roetter- yes
Hayden Lake Sewer District (HLSD)- Barb Neal- yes
Kootenai County (County)- Commissioner Leslie Duncan- yes

Election of New Chairman and Vice-Chairman for 2026

It was moved by Barb Neal, and seconded by Matt Roetter, to nominate Leslie Duncan as Chairman.

Roll call vote taken:

City of Hayden- Matt Roetter- yes
Hayden Lake Sewer District- Barb Neal- yes
Kootenai County- Commissioner Leslie Duncan- yes

It was moved by Leslie Duncan, and seconded by Barb Neal, to nominate Matt Roetter as Vice-Chairman.

Roll call vote taken:

City of Hayden- Matt Roetter- yes
Hayden Lake Sewer District- Barb Neal- yes
Kootenai County- Commissioner Leslie Duncan- yes

Motion Carried.

Consent Calendar

Barb Neal asked to have December 18, 2025, Regular Meeting Minutes removed for discussion and correction from the consent calendar.

It was moved by Barb Neal, and seconded by Matt Roetter, to approve the Consent Calendar as amended: 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)- Barb Neal - yes
Kootenai County (County)- Commissioner Leslie Duncan- yes

Motion Carried.

December 18, 2025, Regular Meeting Minutes

Barb Neal asked the meeting minutes page 3 to change the last sentence from “All entities expressed that they were willing to reenter mediation if movement was made on the issues, so the resumed mediation would be beneficial for all.” To show that “the District is willing to enter into mediation without preconditions or movement.” Board discussion occurred regarding changing the minutes and how to change them. Benjamin

Allen discussed that the minutes are a summary of what occurs and when there are disagreements as to that summary, best practices would be the most simplistic form in which the governing body can agree. The most accurate detailing of each entity's discussions would be in a transcription of the meeting.

Board determination was to have the last statement read "All entities discussed whether they were willing to reenter mediation.," on the sentence prior change "Does" to "Do."

It was moved by Matt Roetter, and seconded by Barb Neal, to correct the minutes as discussed and recorded by Stephanie.

Roll call vote taken:

City of Hayden- Matt Roetter- yes
Hayden Lake Sewer District- Barb Neal- yes
Kootenai County- Commissioner Leslie Duncan- yes

Motion Carried.

Excerpt from Amended December 18, 2025, Regular Meeting Minutes.

Do the material terms need to be addressed first or the smaller items agreed to as a precondition to additional mediation, contacting Judge Stegner (mediator) if enough movement has occurred on the entity's position so a reconvened mediation will be fruitful for all entities, offer versus counteroffer. All entities discussed whether they were willing to reenter mediation.

Administrative Reports

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

Brock Morrow gave his chief operator's report, which is attached hereto.
Stiltskem Rare Earth trial will be starting on Tuesday.

The solar dryer changes (ceiling fans, programming changes) have made a positive operational difference.

Entity Reports

City of Hayden – Alan Soderling reported that the City of Hayden is looking to go out to bid on Honeysuckle/Ramsey in February but no later than May. Matt Roetter updated the Board; Ed DePriest is now the City of Hayden Council President and David Erickson is the newest council member.

Hayden Lake Sewer District (HLSD) – Barb Neal reported that they are doing a periodic review of policy and procedures. Dustin J reported about renting/leasing the Big Sky Camera truck for the winter.

Kootenai County – no report

Discussion and Determination on banking signature changes (Stifel and Mountain West); Approval of Stifel Entity Account Resolution and Certificate of Bond Proceeds for State and Local Governments and municipal bond obligors; Approval of Mountain West Bank Signature Updates

Stephanie Oliver discussed that this was not needed with the chairman remaining the same. Board discussion occurred and no action was taken.

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

Alan Soderling updated the Board on the projects; it is effectively finished just looking at contract to see what needs to occur with contractor due to asphalt plant not being open until Spring. H6 lift station is fully functional and final punch list items are being done with the contractor.

Update on Effluent Pump Station and Chlorine Contact Tanks

Ken Windram discussed the Effluent Pump Station and Chlorine Contact tank design and the engineering calculations regarding the pump size needs. It makes a significant difference with the pump curve if we increase the 14" line to a 24" line from facility to Huetter Road (changes pump size from 100 hp to 75 hp). Ken has already talked with Gaston Patterson, Airport Manager, and he is okay with us replacing the force main to Huetter Road (this force main is on airport property). Ken Windram discussed the SCC to farm system, and the additional piping to/bypass if needed. He is looking forward to having the Preliminary Engineering Report no later than the March Board meeting.

Approval to Amend JUB Scope of Work to Survey Property W. of Solar Dryer

Unfortunately, this was not ajenized as an Action Item, so it will need to have a special meeting noticed as an action item.

Ken Windram discussed the need to have this since we moved the lift station to the facility site, this is a topo survey for storage material and loading facility.

Leslie Duncan can meet for a special meeting on Tuesday (January 20,2026) at 8:30 a.m.

Update on Outfall from Seltice to Spokane River

Ken Windram discussed that he has final drawings for the Seltice to Spokane River that he needs to review. The River Edge development has stayed connected with us and will be developing site within the next two years.

Approval to Open/Amend Budget and Send Entities' Information for Approval

Ken Windram discussed the need to have these projects in the current budget, see enclosed information on each project.

a. Effluent Pump Station and Chlorine Contact Tank (H3)

Barb Neal talked about the H3 lift station and that the District does not feel it is in the best interest of the facility to deplete both the replacement and the construction fund for one project. They also feel that

this is an expansion project needed by the City of Hayden. The District would be willing to look at bids that replace and do not add additional capacity.

Board discussion occurred regarding the need for this project and whether it is an expansion project. Board discussion occurred regarding the peak factors that occur with this station. The current effluent pump station is the limiting factor in the facility, and the new effluent pump station will fix the bottleneck in the facility. The District is not voting to open the budget today; they will discuss this at their next meeting.

b. Honeysuckle/Ramsey Intersection Pipe Replacement

Gil Rosner talked about the District needing to see hard numbers and bids prior to opening the budget. Ken Windram discussed that without combining the project with the City of Hayden project more funds will have to be expended. Board discussion arose regarding: how the costs will be split, the estimates received, what funds the moneys were coming from, whether to have it as a joint project, timeline for getting this done prior to the City going out to bid and project start, and the addendum to the budget which states that this cannot be a joint project. District will discuss this at their next meeting, January 28, 2026, to see if they are willing to combine with the City of Hayden, Ken Windram will present at their meeting. Special HARSB meeting regarding this issue January 30, 2026, at 1:30 p.m.

c. Sleeve under I-90/Huetter

Special HARSB meeting regarding this issue January 30, 2026, at 1:30 p.m.

d. Sleeve/Pipe in Huetter/Hayden Intersection

Gil Rossner asked why this sleeve/pipe is needed. Ken Windram discussed the need to put this sleeve into the intersection due to the need for a redundant line, and we do not have time for design before construction if it goes this summer.

Special HARSB meeting regarding this issue January 30, 2026, at 1:30 p.m.

Legal Counsel- Long Term Planning

Benjamin Allen gave his intent to declare his candidacy this spring to run for the new district judge position in Shoshone County. In this position if he were elected, he would not take office until January 2027.

Approval to Purchase Rare Earth Chemical for Phosphorus Treatment

Ken Windram discussed the Rare Earth chemicals and that he needs authorization to purchase, see enclosed information.

It was moved by Barb Neal, and seconded by Matt Roetter, to purchase the Rare Earth Chemicals for Phosphorus Treatment.

Roll call vote taken:

- City of Hayden- Matt Roetter- yes
- Hayden Lake Sewer District- Barb Neal- yes
- Kootenai County- Commissioner Leslie Duncan- yes

Motion Carried.

Approval of 2026 Ford Maverick Purchase

Ken Windram gave his quotes on the Ford Maverick, see enclosed quotes.

It was moved by Barb Neal, and seconded by Matt Roetter, to approve the Mike White 2026 Ford Maverick purchase not to exceed Ken's recommendation of \$31,000.

Roll call vote taken:

- City of Hayden- Matt Roetter- yes
- Hayden Lake Sewer District- Barb Neal- yes
- Kootenai County- Commissioner Leslie Duncan- yes

Motion Carried.

**Discussion on Dissolution of Joint Powers Agreement- Mediation
Consider City of Hayden offer to purchase HARSB facilities Section VIII(c)(i) of the Fourth Amended
Joint Powers Agreement**

Benjamin Allen asked if anyone had anything to discuss under these sections. The District will review the City of Hayden's proposal. Ben Allen recommended that we bring this to the Special HARSB meeting January 30, 2026, at 1:30 p.m. for any questions/discussion if needed or be prepared if entities are prepared to vote on this item. Board discussion arose regarding the Facility Plan and whether changes can occur to that plan.

Cancellation of Dozer Agreement with Kootenai County Airport

Ken Windram talked about the Dozer agreement which had reached a point where it would cost HARSB a lot of money, so he talked with Gaston about cancelling the agreement.

It was moved by Barb Neal, and seconded by Matt Roetter, to cancel the Dozer Agreement with Kootenai County Airport.

Roll call vote taken:

- City of Hayden- Matt Roetter- yes
- Hayden Lake Sewer District- Barb Neal- yes
- Kootenai County- Commissioner Leslie Duncan- yes

Motion Carried.

**Approval of JUB Engineers Scope of Work for Design and Construction Management for
Honeysuckle/Ramsey Force Main**

This item will be on the Special HARSB meeting agenda January 30, 2026, at 1:30 p.m.

Adjourned meeting at 4:50 p.m...



Leslie Duncan, Chairman



Stephanie Oliver, Secretary