

OFFICIAL IBSD MINUTES

MAY 15, 2024 IONA-BONNEVILLE SEWER DISTRICT (IBSD) MONTHLY BOARD MEETING

Board Members Present: Brady Belliston, Chairman; Robert Esplin; Jeff Miner; Kurt Nelson; Michael Cousin

IBSD Staff: Donna Bridges, Manager; Stacy Lapsansky, Administrative Assistant

Attorney: Tony Sasser, Sasser Law Office

Public: Dana Issac, Searle Hart & Associates; Dave Noel, Forsgren & Associates; Evan Mann, City of Iona; Curtis Johnson, Rockwell Development; Mark Johnson, Rockwell Development; Javier Ramirez, Connect Engineering

Agenda Items:

1. Action Item – 2023 Financial Audit – Searle Hart & Associates.
2. Action Item - District 93 Bus Garage Facility – Freiburg Engineering
3. Action Item – Ammon Lincoln Building A – Connect Engineering
4. Action Item - Ammon Park Center Division 5 1st Amended – Eagle Rock Engineering
5. Action Item – Hitt Plaza Dump It Permit – Liberty Homes
6. Action Item – Extension of Sewer Main East 49th North
7. Action Item – Wastewater Treatment Facility Discussion and Update
8. Action Item – City of Idaho Falls 2025 Aerial Photography Discussion
9. Action Item – Additional Board Meetings: Discussion & Approval (04/24/2024, 05/08/2024)
10. Action Item – Approval of Minutes: 04/17/2024
11. Action Item – Payment of Bills
12. Executive Session: Idaho Code: 74-206 (1)(c) interest in real property

Meeting minutes: For additional information, please reference the meeting recording.

Meeting called to order by Brady Belliston at: 6:05 p.m. Michael Cousin was absent.

00:01:50 2023 FINANCIAL AUDIT – SEARLE HART & ASSOCIATES.

Dana Issac with Searle Hart & Associates presented the results of the 2023 Financial Audit. He stated that they received all the information they needed for the audit without issues with receiving information. The audit is considered unqualified and clean.

Mr. Issac presented data and graphs showing net position, expenditures, receivables, capital assets and netting for the year. He noted in the financial statements the maturity of investments and appreciation of assets, along with required PERSI information. The cash each year is going up with is what he looks at as an accountant.

Mr. Esplin inquired if there were any suggested internal controls. Mr. Issac stated if there had been a problem with internal controls or if they had not been able to attain information it would have been included in their audit report. It was noted that there were large billing adjustments for uncompleted construction. Ms. Bridges will include the monthly transaction register will the reports given to the Board each month.

00:22:40

00:22:50

DISTRICT 93 BUS GARAGE FACILITY – FREIBURG ENGINEERING

Ms. Bridges explained that District 93 is constructing a facility building that will be connecting to their own privately owned line. Mr. Harris, Forsgren & Associates, has approved the plans.

MOTION: Mr. Belliston made a motion to approve the District 93 bus garage facility as approved by Forsgren & Associates. **MOTION SECONDED:** Mr. Miner seconded. **MOTION PASSED:** 4-0 (Yay: Mr. Belliston, Mr. Miner, Mr. Nelson, and Mr. Esplin)

00:24:25

00:24:30

AMMON LINCOLN BUILDING A – CONNECT ENGINEERING

Ms. Bridges stated that Connect Engineering is requesting a permit for Building A prior to the completion of the sewer main. She is waiting for Forsgren & Associates engineering review.

00:27:05

MOTION: Mr. Esplin made a motion to approve the Ammon Lincoln Building A contingent on the engineer's review. **MOTION SECONDED:** Mr. Miner seconded. **MOTION PASSED:** 4-0 (Yay: Mr. Belliston, Mr. Miner, Mr. Nelson, and Mr. Esplin)

00:27:30

Michael Cousin attended.

00:27:35

AMMON PARK CENTER DIVISION 5 1ST AMENDED – EAGLE ROCK ENGINEERING

Ms. Bridges stated that there is another development proposed for Ammon Park that needs approval contingent on engineering review.

00:28:15

MOTION: Mr. Nelson made a motion to approve the new development in Ammon Park Center, Division 5 1st Amended contingent on the engineering review and approval. **MOTION**

SECONDED: Mr. Belliston seconded. **MOTION PASSED:** 5-0 (Yay: Mr. Belliston, Mr. Miner, Mr. Nelson, Mr. Cousin, and Mr. Esplin)

00:28:40

00:28:45

HITT PLAZA DUMP IT PERMIT – LIBERTY HOMES

Ms. Bridges stated that Dump It is requesting a permit which will connect to Riviera Park. Riviera Park has not been started. It was discussed and decided that a permit could be issued but noted in the development agreement that the connection cannot be used until Riviera Park is completed.

00:31:20

MOTION: Mr. Belliston made a motion to approve the Dump It permit contingent to engineers review and development agreement outlining the contingency. **MOTION SECONDED:** Mr. Miner seconded. **MOTION PASSED:** 5-0 (Yay: Mr. Belliston, Mr. Miner, Mr. Nelson, Mr. Cousin, and Mr. Esplin)

00:32:00

00:32:10

EXTENSION OF SEWER MAIN EAST 49TH NORTH

Mr. Noel, Forsgren & Associates, gave an update as to the requirement of the extension of the sewer main on E 49th N, explaining that the sewer lines are going to be needed for future development. There was also a discussion between the Board Members, Forsgren & Associates and Rockwell Development as to the best way to proceed.

Bonneville County is starting work on the intersection of E 49th N and N 45th E (Crowley Road). It was discussed that the engineering and construction of sewer lines should be done as part of Bonneville Counties project.

01:01:50

MOTION: Mr. Esplin made a motion to approve the engineering and the stub outs as required at the 18-foot depth at the intersection of E 49th N and Crowley Road along with the project at the intersection of 49th and Ammon Rd. **MOTION SECONDED:** Mr. Miner seconded. **MOTION PASSED:** 5-0 (Yay: Mr. Belliston, Mr. Miner, Mr. Nelson, Mr. Cousin, and Mr. Esplin)

01:03:20

01:04:00

WASTEWATER TREATMENT FACILITY DISCUSSION AND UPDATE

Mr. Noel, Forsgren & Associates, said that he has been working with Rick on the funding for the treatment plant and went into the status as of now and what they are looking into for the future. Mr. Noel also stated that they are working on updating the plat for the lift station.

01:15:05

01:15:10 **CITY OF IDAHO FALLS 2025 AERIAL PHOTOGRAPHY DISCUSSION**

Ms. Bridges explained that the City of Idaho Falls is going to be doing aerial photography every two years and discussed with the Board if they wanted to stay on that same timeline.

01:16:00

01:16:05 **ADDITIONAL BOARD MEETINGS: DISCUSSION & APPROVAL
(04/24/2024)**

This was the financial committee meeting with Mr. Esplin, Mr. Nelson and ICCU Investment Advisors.

01:16:35

MOTION: Mr. Belliston made a motion to approve payment for the additional board meeting.

MOTION SECONDED: Mr. Cousin seconded. **MOTION PASSED:** 5-0 (Yay: Mr. Belliston, Mr. Miner, Mr. Nelson, Mr. Cousin, and Mr. Esplin)

01:16:50

01:16:55 **APPROVAL OF MINUTES: 04/17/2024**

MOTION: Mr. Miner made a motion to approve the minutes from 04/17/2024. **MOTION**

SECONDED: Mr. Nelson seconded. **MOTION PASSED:** 5-0 (Yay: Mr. Belliston, Mr. Miner, Mr. Nelson, Mr. Cousin, and Mr. Esplin)

01:18:15

01:16:20 **PAYMENT OF THE BILLS**

MOTION: Mr. Miner made a motion to approve the payment of the bills. **MOTION**

SECONDED: Mr. Cousin seconded. **MOTION PASSED:** 5-0 (Yay: Mr. Belliston, Mr. Miner, Mr. Nelson, Mr. Cousin, and Mr. Esplin)

01:19:50

01:20:00 **EXECUTIVE SESSION: IDAHO CODE: 74-206 (1)(C) INTEREST IN REAL
PROPERTY**

MOTION: Mr. Cousin made a motion to go into Executive Session pursuant to Idaho Code: 74-206 (1)(c) interest in real property **MOTION SECONDED:** Mr. Miner seconded. **MOTION PASSED: Roll Call Vote** 5-0 (Yay: Mr. Belliston, Mr. Miner, Mr. Nelson, Mr. Cousin, and Mr. Esplin)

01:20:25

Robert Esplin departed the meeting

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00:00:00 ES

MOTION: Mr. Belliston made a motion to come out of Executive Session pursuant to Idaho Code: 74-206 (1)(c) interest in real property **MOTION SECONDED:** Mr. Miner seconded.

MOTION PASSED: Roll Call Vote 4-0 (Yay: Mr. Belliston, Mr. Miner, Mr. Nelson and Mr. Cousin)

00:01:00 ES

MOTION: Mr. Cousin made a motion to purchase the Deborah property for the amount agreed upon in executive session. **MOTION SECONDED:** Mr. Miner seconded. **MOTION PASSED:**

Roll Call Vote 4-0 (Yay: Mr. Belliston, Mr. Miner, Mr. Nelson and Mr. Cousin)

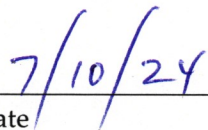
00:01:35 ES

00:01:36 ES **ADJOURNMENT**

The meeting was adjourned at approximately 8:00 p.m.



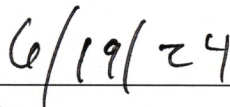
Brady Belliston, Chairman of the Board of Directors



Date



Robert Esplin, Secretary/Treasurer



Date



IONA BONNEVILLE SEWER DISTRICT

Monthly Expenses 05/15/2024

3H Construction
 Advantage Emp Solutions
 Amazon
 American Flagpole & Flag
 BK Professional
 Blue Skies
 Bonneville County
 Broulins
 Buff N Shine
 Caselle
 Chase Paymentech
 City of Ammon
 City of Ammon
 City of Idaho Falls
 City of Idaho Falls
 Delta Dental
 Developer Refunds
 Dropbox Inc
 Dump It
 Falls Water
 Forsgren
 Freedom Mailing
 Go Daddy
 Henricksen, Michael
 IBSD
 Intermountain Gas
 Jive = GoTo
 NCPERS Group Life
 Phase 4 Stereo
 Public Retirement System
 Regence BS
 Rocky Mountain Power
 Sam's Club
 Searle Hart & Associates
 State Insurance Fund
 Utility Bill Refunds
 Xpress Bill Pay
 Yost

Video Inspection
 Payroll, Employee, Board
 Office Supplies
 New Flags
 Cleanup/Setup Fertilizer/Weed
 Office Water
 Document Recording
 Office Supplies
 Office Cleaning
 Software Support
 Merchant Processing Fees
 Sewer Treatment
 Fiber Optics
 Connection Fees
 Sewer Treatment
 Dental Ins
 Deposit Refunds
 Dropbox software
 Garbage Service
 Office Utility Water-bldg./Hydrant
 Engineering Services
 Monthly Statements
 Domain Renewal
 Consulting
 Replenish Office Cash Drawer
 Office Utility - Gas
 Office Telephone Service
 NCPERS - Empl Life Insurance
 Projector
 PERSI
 Health Insurance
 Electrical, Lift Stations, Meters, Office
 Office Supplies
 Audit
 Premium
 Utility Bill refunds
 Online payments
 Annual Service

Previous Month	Current Month
\$ 6,696.80	
\$ 17,763.86	\$ 16,478.18
	\$ 405.76
	\$ 159.90
\$ 193.60	\$ 364.44
\$ 91.50	
	\$ 99.00
\$ 27.53	\$ 27.53
\$ 250.00	\$ 250.00
\$ 957.00	\$ 957.00
\$ 2,121.94	\$ 2,334.99
\$ 4,539.60	\$ 4,539.60
\$ 52.50	\$ 52.50
\$ 2,328.00	\$ 11,407.20
\$ 148,032.31	\$ 143,143.96
\$ 78.50	\$ 78.50
\$ 8,259.90	
\$ 19.99	\$ 19.99
\$ 180.00	
\$ 126.42	\$ 141.78
\$ 13,780.00	\$ 4,610.00
\$ 2,743.83	\$ 2,623.22
\$ 692.34	
\$ 192.50	\$ 82.50
\$ 40.52	
\$ 51.75	\$ 30.08
\$ 182.09	\$ 182.09
\$ 32.00	\$ 32.00
\$ 1,999.55	
\$ 4,319.84	\$ 4,104.99
\$ 1,728.34	\$ 1,728.34
\$ 924.20	\$ 858.29
\$ 195.85	
	\$ 10,000.00
	\$ 179.00
\$ 251.00	\$ 12.00
\$ 3,197.77	\$ 3,301.08
\$ 263.96	
\$ 215,618.19	\$ 208,203.92

Lookout Credit Union

Replenish Office Account

\$ 2,103.59	\$ 1,765.07
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