

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 with 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

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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)

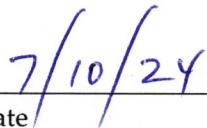
00:01:35 ES

00:01:36 ES **ADJOURNMENT**

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



Brady Belliston, Chairman of the Board of Directors

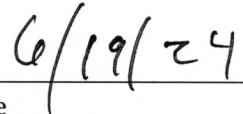


7/10/24

Date



Robert Esplin, Secretary/Treasurer



6/19/24

Date



IONA BONNEVILLE SEWER DISTRICT

Monthly Expenses 05/15/2024

3H Construction	Video Inspection
Advantage Emp Solutions	Payroll, Employee, Board
Amazon	Office Supplies
American Flagpole & Flag	New Flags
BK Professional	Cleanup/Setup Fertilizer/Weed
Blue Skies	Office Water
Bonneville County	Document Recording
Broulims	Office Supplies
Buff N Shine	Office Cleaning
Caselle	Software Support
Chase Paymementech	Merchant Processing Fees
City of Ammon	Sewer Treatment
City of Ammon	Fiber Optics
City of Idaho Falls	Connection Fees
City of Idaho Falls	Sewer Treatment
Delta Dental	Dental Ins
Developer Refunds	Deposit Refunds
Dropbox Inc	Dropbox software
Dump It	Garbage Service
Falls Water	Office Utility Water-bldg./Hydrant
Forsgren	Engineering Services
Freedom Mailing	Monthly Statements
Go Daddy	Domain Renewal
Henricksen, Michael	Consulting
IBSD	Replenish Office Cash Drawer
Intermountain Gas	Office Utility - Gas
Jive = GoTo	Office Telephone Service
NCPERS Group Life	NCPERS - Empl Life Insurance
Phase 4 Stereo	Projector
Public Retirement System	PERSI
Regence BS	Health Insurance
Rocky Mountain Power	Electrical, Lift Stations, Meters, Office
Sam's Club	Office Supplies
Searle Hart & Associates	Audit
State Insurance Fund	Premium
Utility Bill Refunds	Utility Bill refunds
Xpress Bill Pay	Online payments
Yost	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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