

OUTLET BAY SEWER DISTRICT

ANNUAL MEETING – SEPTEMBER 21, 2023

MINUTES

The Board of Directors of the Outlet Bay Sewer District held the annual meeting on Thursday, September 21, 2023, at the District Office. Present were Chairman Tom Bell, Fred Simpson, Justin Bradbury, Jeff Stockdale and Kristy Pettit. Also present were Jake Hill, Fritz Broschet and Kari Davis.

Chairman Bell called the Annual Meeting to order at 4:15 p.m.

There being no additions or deletions to the Agenda, it was approved as written.

The Minutes of the 2022 Annual Meeting were read.

Chairman Bell introduced the board.

The Board presented the 2023-2024 approved budget and Resolutions 2023-001 and 2023-002.

Chairman Bell gave the year in review:

NEW COMMERCIAL RATE STRUCTURE AND RATE INCREASE

The board appointed a committee to review our sewer service classifications, commercial and residential rates. This committee gave their recommendations to the board and the board formally adopted new Sewer Service Classifications and increased the monthly operation and maintenance fees by \$10 per month. Commercial businesses affected by more than 50% were given a three-year phase in.

NEW DEVELOPMENT

The District has been working throughout the year on plans for upgrading our system to accommodate the Millie's Development and Eagle Subdivision projects. A Facilities Use Plan was completed in March and submitted to the DEQ for approval. We are in the second round of review, comments and resubmission and hope to have it through the DEQ approval process by the end of the year. A grant was obtained through DEQ to cover half of the cost of the FUP.

Based upon the findings and recommendations in the Wastewater Collection Capacity Review and Facilities Use Plan, the board identified what future upgrades will be required as we grow. To accommodate the Millies/Eagle Subdivision, two major upgrades must happen. We are near capacity on that portion of the mainline on Highway 57 between Lift Station 5 and Marvin Estates. The Lamb Creek siphon that is located just upstream of LS 5 requires a second 8" pipe installed, and a complete line replacement from this siphon location to the Lamb Creek crossing at Marvin Estates. The district also learned through the FUP that a complete 8" gravity sewer mainline replacement from the Tamrak to Millie's Restaurant must also be completed. The estimated cost of these projects is \$3,000,000. With that information, the district formally set the System Development Charge to \$20,000 per connection. This charge affects only new development. Contracts with the developers are being negotiated to cover all costs of the upgrades. With the new upgrades, our capacity will greatly increase.

BUDGET

The district has seen increases in the costs of insurance, excavation, pipe, pumps, parts, fuel, chemicals, etc., over this past year. When working on the budget for next year, the board was able to make a balanced budget because of the increase in O&M fees. Our system is aging and more maintenance is required. We budgeted for a part-time employee in maintenance for the summer of 2024 to assist Fritz with the additional workload. The district is budgeting for the upcoming leak test required under our permit in the spring of 2024, along with future compliance for our permit renewal in four years.

MAINTENANCE

Over the winter we purchased new motors for four of our lagoon aerators. We will need to purchase four more in the future.

This spring we installed a new control panel for Phase I. Our old one was over forty years old.

INCREASED USAGE

The district has increased its total number of ER's serviced from 605 to 636. This increase is due to new connections into the system and an increase in commercial account usage.

DELINQUENT ACCOUNTS

In August the District turned over 36 delinquent accounts to the Bonner County Tax Collector totaling \$42,061.76, down considerably from past years.

There being no public comments or no further business to be brought before the Annual Meeting, it was adjourned at 4:30 p.m.

Respectfully Submitted,

Kari Davis
District Clerk

