



**BOTTLE BAY RECREATIONAL
WATER AND SEWER DISTRICT REGULAR BOARD MEETINGS**

September 20, 2022

The Bottle Bay Recreational Water and Sewer District (BBRWSD) regular Board meeting held by Zoom, was called to order at 4:00 p.m. by Chair Bill Berg, after verifying the required quorum. Board members present were: Bill Berg, Steve Shearer, Jon Davis, Jack Lensing and Rob Behrens. Also in attendance were Bob Hansen, Brent Binnall (WSM) and RuthAnn Zigler, Recording Secretary. Guest: Will Valentine.

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

Rob Behrens made a motion to approve the August 16, 2022 Regular Board meeting minutes as presented. Motion passed.

REPORTS

Treasurers Report

The Mt. West Bank account balance is \$122,248.72, LGIP1 account balance is \$81,137.43 and LGIP2 account balance is \$160,940.78.

Bill reported that the FY2021 annual audit is complete and each Board member will receive a copy for their review. Jon confirmed that he will request a two-year bid from the auditors, DeCoria, Maichel & Teague.

The ICRMP insurance policy has been renewed for October 2022 to September 2023.

Operations Report

- The two irrigation pumps that went out are being replaced this week.

Collections Report

- August was a very busy month and doesn't seem to be slowing down for September.
- All new construction installations are compliant and are proceeding without issue.
- It was recommended that we review the pump out charge the District receives and the amount billed to the customer to make sure we are charging enough to the customers to cover the District's cost.

2022-22 Rob Behrens made a motion to change the rate schedule for septic tank pump out from \$310 to \$600 which includes a \$50 inspection fee. Steve Shearer seconded and the motion carried.

Permit & Compliance Matters

The Board was updated on the active projects for Partridge, Sestero, Oakley, Saladin, Atteberry, May, Naccarato, Green, Angle of Repose, LLC, Wernz Brothers, LLC, Alex Little Brave and Petersen.

REPORTS

Timber Basin Airpark request regarding cabin sewer connections: Rob gave an update the he received Timber Basin Airpark's plans back; they have contacted an engineer to see what it will take to add onto our system and they will get back to us.

Attorney response to query concerning ownership of septic tanks and laterals: Bill reported that the homeowners own the septic tank and the District provides the service of repair, maintain and replace equipment. Bill will talk with auditors about depreciating the pump control units and septic tanks. Bill, Rob and Brent will meet and develop a Board policy on what the Board is responsible and what the homeowner is responsible for. Bill to work on policy for Boards review.

Capital Improvement Program for FY 2023 (pump controls, steel tank replacement): We have budgeted for replacement of one steel tank in this fiscal year. Brent and Rob will identify which one to replace this year and one for next year.

General Administrative Matters

Update on website renovation: Steve reported that there have been discussions about improvements that need to be made to the website which include mobile phone/tablet responses, navigation issue, material presentation, the ability to self-edit the website. We need to define what we what done to the website and then contact TLC Web Hosting (Thomas Leo) to have the changes implemented. The Board was encouraged to present their ideas. \$5,000 is budgeted for website changes in the FY 2023 budget.

Next meeting: The next meeting is scheduled meeting for October 18, 2022 at 4:00 p.m. by Zoom.

ADJOURNMENT

The meeting was adjourned at 5:05 p.m.

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