



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

**February 15, 2022**

The Bottle Bay Recreational Water and Sewer District (BBRWSD) regular Board meeting by Zoom was called to order at 4:11 p.m. by Chair Bill Berg, after verifying the required quorum. Board members present were: Bill Berg, Jack Lensing, Rob Behrens and Jon Davis. Also in attendance were Bob Hansen and Brent Binnall (WSM), RuthAnn Zigler, Recording Secretary and guests Steve Shearer and Will Valentine.

**PUBLIC COMMENTS**

There were no public comments.

**CONSENT AGENDA**

Bill Berg made a motion to approve the January 18, 2022 Regular Board meeting minutes as presented. Rob Behrens seconded and the motion carried.

**NOMINATIONS/ELECTIONS**

**2022-01** Rob Behrens made a motion to nominate Steve Shearer to replace Fred Park on the Board. Jack Lensing seconded and the motion carried.

**2022-02** Jon Davis made a motion to appoint Steve Shearer as secretary on the Board. Jack Lensing seconded and the motion carried.

**REPORTS**

**Treasurers Report**

Jon reported the Mt. West Bank account balance is \$84,467.20, LGIP1 account balance is \$80,879.64 and LGIP2 account balance is \$160,429.43.

**2022-03** Jon Davis made a motion to adopt the policy on waiver of back charges. Steve Shearer seconded and the motion carried.

**Operations Report**

- No change until we get back into the irrigation season.

**Collections Report**

- Lots of new construction.
- Consultation given to homeowners and contractors.
- Pump inventory a little challenging but should have enough pumps to get us through the year.

## **Enforcement & Compliance Matters**

The Board discussed issues with hookups #182, #204, #293, #205 and #192.

## **Board Deliberations**

The Board deliberated on the revised Bylaws that were previously sent for their review.

**2022-04** Jon Davis made a motion to adopt the revised Bylaws as presented. Steve Shearer seconded and the motion carried.

**2022-05** Steve Shearer made a motion to appoint Rob Behrens as compliance officer. Jon Davis seconded and the motion carried.

The Board deliberated on the revised Operating Rules & Regulations that were previously sent for their review.

**2022-06** Steve Shearer made a motion to adopt the revised Operating Rules & Regulations as presented. Jon Davis seconded and the motion carried.

## **Discussions**

**Contracting for rate analysis:** The Board discussed contracting to have a five year rate analysis done to have a better understanding of why we are charging what we charge to the customers and why. The approximate cost for the analysis is \$8,000 to \$10,000. A formal proposal will be requested and sent to the Board for their review.

## **General Administrative Matters**

**Microsoft 365:** The Board was requested to start using the email through MS365 as the new form of communication.

**Next meeting:** The next meeting is scheduled as a Zoom meeting on March 15, 2022 at 4:00 p.m.

## **EXECUTIVE SESSION**

**2022-07** Jon Davis made a motion to move into Executive Session for the purpose of discussing a labor contract amendment for Recording Secretary (Idaho Code Section 74-206(j)). Steve Shearer seconded and the motion carried.

Roll call vote: Jon Davis – Yes; Steve Shearer – Yes; Jack Lensing – Yes.

The Board returned to regular session at 5:30 p.m.

The Board unanimously voted to raise the Recording Secretary's rate to \$150/month.

## **ADJOURNMENT**

The meeting was adjourned at 5:32 p.m.