



BOTTLE BAY
RECREATIONAL WATER & SEWER DISTRICT



**REGULAR
BOARD OF DIRECTORS
MEETING**

Via Zoom

August 14, 2023

4:00 pm

MEETING AGENDA

August 14, 2023 4 p.m.

Meeting is via Zoom

Link is available on District website: bottlebaydistrict.org

1. Call to Order
2. Announce Quorum Present
3. Introduce Attendees
4. General Public Comments to Board, limited to three minutes per comment
5. Approval of Written Minutes of July 18, 2023 regular meeting (Shearer) – **Action Item**
6. Treasurer’s Report (Davis, Shea)
 - Review Actual to Budget for income & expense to date.
 - Status of checking accounts & accounts in Local Government Investment Pool
 - Review paid invoices ([invoices attached to agenda email](#))
7. Operations Report (Binnall – Hansen will be absent)
8. Collections Report (Binnall)
 - Status report on capital and other construction projects
9. Permit and Compliance Matters (Behrens, Binnall)
 - HU# 211 – Oakley – Determination of requirements – **Action Item**
- 10. Public Hearing: FY 2024 Rate Schedule (Berg)**
11. Resolution to adopt FY 2024 Rate Schedule (Davis) – **Action Item**
- 12. Public Hearing: FY 2024 Budget (Berg)**
13. Resolution to adopt FY 2024 Budget (Davis) – **Action Item**
14. Motion to publish Notice of Amended Ordinance (Berg)
15. Discussion: Amended Rules & Regulations (Berg)
16. Discussion: New website (Shearer, Zigler)
17. General Administrative Matters
 - Next meeting, Tuesday, September 19, 2023, 4pm via Zoom
18. Adjourn

Minutes

Minutes

3:05 PM

08/11/23

Cash Basis

Bottle Bay Water & Sewer District Operational Income/Expenses - Budget vs. Actual

	Dec 1, '22 - Aug ...	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Non-Operating Revenue				
Interest Income	6,581.17	500.00	6,081.17	1,316.2%
Property Tax Levy	33,603.61	35,000.00	-1,396.39	96.0%
WEP Sinking Fund	49,100.72	73,200.00	-24,099.28	67.1%
Total Non-Operating Revenue	89,285.50	108,700.00	-19,414.50	82.1%
Operating Revenues				
County Certified Payments	436.12	1,300.00	-863.88	33.5%
Permit Fees & Other Charges	939.39	4,100.00	-3,160.61	22.9%
System Operation Fees-Serviced	71,510.56	98,300.00	-26,789.44	72.7%
System Maintenance Fees-Basic	49,006.64	80,500.00	-31,493.36	60.9%
Total Operating Revenues	121,892.71	184,200.00	-62,307.29	66.2%
Total Income	211,178.21	292,900.00	-81,721.79	72.1%
Gross Profit	211,178.21	292,900.00	-81,721.79	72.1%
Expense				
Administration				
Information Services	0.00	5,000.00	-5,000.00	0.0%
Recording Sec	1,350.00	5,000.00	-3,650.00	27.0%
Accounting	11,816.10	8,300.00	3,516.10	142.4%
Legal Services	47.50	1,000.00	-952.50	4.8%
Audit Services	0.00	7,000.00	-7,000.00	0.0%
Insurance	2,069.00	2,100.00	-31.00	98.5%
Administration - Other	2,842.22	3,900.00	-1,057.78	72.9%
Total Administration	18,124.82	32,300.00	-14,175.18	56.1%
System Repairs & Replacement				
Supplies & Equipment	8,052.51	22,500.00	-14,447.49	35.8%
Capital Improvements	27,657.22	66,100.00	-38,442.78	41.8%
Tank Replacement & Capital Proj	21,446.08	44,000.00	-22,553.92	48.7%
Other Repairs	42,071.90	35,400.00	6,671.90	118.8%
Total System Repairs & Replacement	99,227.71	168,000.00	-68,772.29	59.1%
System Operation				
Utilities	2,872.98	7,200.00	-4,327.02	39.9%
Operating Chemicals	2,294.93	4,000.00	-1,705.07	57.4%
Licensed Operator Contractor	61,225.00	82,200.00	-20,975.00	74.5%
Testing	400.00	0.00	400.00	100.0%
License Compliance & Testing	3,075.00	9,100.00	-6,025.00	33.8%
Vehicle Expense	2,562.48	5,626.00	-3,063.52	45.5%
System Operation - Other	1,352.00	2,200.00	-848.00	61.5%
Total System Operation	73,782.39	110,326.00	-36,543.61	66.9%
Other Expenses				
White Property Expenses	13,500.00	18,000.00	-4,500.00	75.0%
Hook-up Buy Back	11,684.99	0.00	11,684.99	100.0%
Total Other Expenses	25,184.99	18,000.00	7,184.99	139.9%
Total Expense	216,319.91	328,626.00	-112,306.09	65.8%
Net Ordinary Income	-5,141.70	-35,726.00	30,584.30	14.4%

Bottle Bay Water & Sewer District Operational Income/Expenses - Budget vs. Actual

	<u>Dec 1, '22 - Aug ...</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Other Income/Expense				
Other Expense				
Non-Operating Expenses				
Interest Expense	17,000.63	0.00	17,000.63	100.0%
Total Non-Operating Expenses	17,000.63	0.00	17,000.63	100.0%
Total Other Expense	17,000.63	0.00	17,000.63	100.0%
Net Other Income	-17,000.63	0.00	-17,000.63	100.0%
Net Income	-22,142.33	-35,726.00	13,583.67	62.0%

BOTTLE BAY RECREATIONAL WATER & SEWER
 DISTRICT
 PO BOX 304
 SAGLE ID 83860-0304

***** CHECKING ACCOUNTS *****

Account Title: BOTTLE BAY RECREATIONAL WATER & SEWER
 DISTRICT

TOTALLY FREE BUSINESS CHECKING		Number of Enclosures	8
Account Number	@XXXXXXXXXXXX@2094	Statement Dates	7/03/23 thru 7/31/23
Previous Balance	78,255.95	Days in the statement period	29
4 Deposits/Credits	17,126.51	Average Ledger	72,552.52
11 Checks/Debits	35,152.78	Average Collected	72,552.52
Service Charge	.00		
Interest Paid	.00		
Ending Balance	60,229.68		

Deposits and Additions

Date	Description	Deposits
7/05	DDA Regular Deposit	5,640.26
7/07	DDA Regular Deposit	1,640.25
7/17	Idaho Info 4021	256.50
	CCD BOTTLEBAYWATERS	
	091000013932307	
7/21	DDA Regular Deposit	9,589.50

Debits and Withdrawals

Date	Description	Withdrawals
7/03	Bill Paid-JAMES WHITE Conf #11	1,500.00-
	1	
7/11	AVISTA COM AUTOP BILL PAY	368.42-
	CCD 17578541701	
	031101118964877	
7/13	CHECK 500017	1,490.00-
	CLEAN WATER PUMP & ELECTRIC	
7/18	Bill Paid-CONSOLIDATED SUPPLY	1,175.37-
	COMPANY Conf #125	
7/18	CHECK 500019	278.05-
	CO-OP SUPPLY	
7/19	BOTTLE BAY REC WEP Xfr	2,643.10-

PPD

TOTALLY FREE BUSINESS CHECKING @XXXXXXXXXXXX@2094 (Continued)

Debits and Withdrawals

Date	Description	Withdrawals
7/19	Bottle Bay Operation BOTTLE BAY REC AP	21,878.55-
	PPD	
7/19	Bottle Bay Operating CHECK 500018 ANDREW WEAVER	2,000.00-
7/25	CHECK 500020 CO-OP SUPPLY	492.79-
7/26	CHECK 500021 A VIERRA CONTRACTING INC	3,314.50-
7/31	Cash Management Monthly Fee	12.00-

Checks in Number Order

7/13	500017	1,490.00	7/18	500019	278.05	7/26	500021	3,314.50
7/19	500018	2,000.00	7/25	500020	492.79			

* Denotes missing check numbers

Daily Balance Information

Date	Balance	Date	Balance	Date	Balance
7/03	76,755.95	7/13	82,178.04	7/21	64,048.97
7/05	82,396.21	7/17	82,434.54	7/25	63,556.18
7/07	84,036.46	7/18	80,981.12	7/26	60,241.68
7/11	83,668.04	7/19	54,459.47	7/31	60,229.68

*****AUTO**SCH 5-DIGIT 83864
 67789 0.4401 AV 0.498 154 1 99
 |||||
 BOTTLE BAY RECREATIONAL WATER & SEWER
 DISTRICT WASTEWATER EXPANSION PROJECT
 PO BOX 304
 SAGLE ID 83860-0304

***** CHECKING ACCOUNTS *****

Account Title: BOTTLE BAY RECREATIONAL WATER & SEWER
 DISTRICT WASTEWATER EXPANSION PROJECT

TOTALLY FREE BUSINESS CHECKING		Number of Enclosures	0
Account Number	XXXXXXXXXXXX8384	Statement Dates	7/03/23 thru 7/31/23
Previous Balance	3,107.40	Days in the statement period	29
1 Deposits/Credits	2,643.10	Average Ledger	4,292.23
Checks/Debits	.00	Average Collected	4,292.23
Service Charge	.00		
Interest Paid	.00		
Ending Balance	5,750.50		

Deposits and Additions			
Date	Description		Deposits
7/19	BOTTLE BAY REC WEP Xfr		2,643.10
		PPD	
	Bottle Bay WEP		

Daily Balance Information			
Date	Balance	Date	Balance
7/03	3,107.40	7/19	5,750.50



OFFICE OF THE IDAHO STATE TREASURER

Julie A. Ellsworth, State Treasurer

LGIP Monthly Statement

Bottle Bay Water & Sewer District

Jon Davis
P.O. Box 304
Sagle, Idaho 83860

Statement Period
7/1/2023 through 7/31/2023

Summary

Beginning Balance	\$83,456.42	Fund Number	3613
Contributions	\$331.89	Distribution Yield	4.9246 %
Withdrawals	\$0.00	July Accrued Interest	\$350.45
Ending Balance	\$83,788.31	Average Daily Balance	\$83,788.31

Detail

Date	Activity	Status	Type	Amount	Balance
07/01/2023	Beginning Balance				\$83,456.42
07/01/2023	Contribution	Processed	June Reinvestment	\$331.89	\$83,788.31
07/31/2023	Ending Balance				\$83,788.31

Although every effort is made by the Idaho State Treasurer's Office to supply current and accurate information on this monthly statement, it is the responsibility of your agency to verify the enclosed information and report any discrepancies to the Fund Administrator. Please review your statement and report discrepancies within thirty days of the date of this statement.

An investment in the LGIP is not insured or guaranteed by the Federal Deposit Insurance Corporation (FDIC) or any other government agency. Although the LGIP seeks to preserve the value of your investment at \$1.00 per share, it is possible to lose money by investing in the LGIP.



OFFICE OF THE IDAHO STATE TREASURER

Julie A. Ellsworth, State Treasurer

LGIP Monthly Statement

Bottle Bay Water & Sewer District

Jon Davis
P.O. Box 304
Sagle, Idaho 83860

Statement Period

7/1/2023 through 7/31/2023

Summary

Beginning Balance	\$165,540.64	Fund Number	2660
Contributions	\$658.32	Distribution Yield	4.9246 %
Withdrawals	\$0.00	July Accrued Interest	\$695.13
Ending Balance	\$166,198.96	Average Daily Balance	\$166,198.96

Detail

Date	Activity	Status	Type	Amount	Balance
07/01/2023	Beginning Balance				\$165,540.64
07/01/2023	Contribution	Processed	June Reinvestment	\$658.32	\$166,198.96
07/31/2023	Ending Balance				\$166,198.96

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**BOTTLE BAY RECREATIONAL WATER & SEWER DISTRICT
OPERATION REPORT – JULY 2023 -**

LAND APPLICATION - INFORMATION

7,454,000 Actual volume (gal.) of wastewater land applied in 2012.
 7,891,000 Actual volume (gal.) of wastewater land applied in 2013.
 7,100,000 Actual volume (gal.) of wastewater land applied in 2014.
 6,201,000 Actual volume (gal.) of wastewater land applied in 2015.
 5,569,000 Actual volume (gal.) of wastewater land applied in 2016.
 7,787,000 Actual volume (gal.) of wastewater land applied in 2017.
 4,904,000 Actual volume (gal.) of wastewater land applied in 2018.
 3,688,000 Actual volume (gal.) of wastewater land applied in 2019.
 5,844,000 Actual volume (gal.) of wastewater land applied in 2020.
 4,906,000 Actual volume (gal.) of wastewater land applied in 2021.
 4,879,000 Actual volume (gal.) of wastewater land applied in 2022.
 18,385,416 Maximum target permitted volume (gal.) of wastewater available for land application in 2023.
 April – Oct. Growing season (GS) available for land application of wastewater.

2023 LAND APPLICATION LOADING ACTIVITY

OLD PERMIT PRIOR TO IRRIG. EXPANSION	MONTH	IWR*(W/NEW SB) TARGET LOADING	IWR*(W/NEW SB) CALCULATED LOADING	ACTUAL TOTAL LOADING
396,208	April	960,978	960,978	0
1,154,574	May	2,333,399	2,333,399	0
1,838,652	June	3,297,110	4,224,941	1,481,000
2,699,166	July	4,876,631	5,246,658	2,319,000
2,250,337	August	3,984,693	0	0
1,241,245	September	2,316,808	0	0
328,110	October	615,797	0	0
9,908,292	TOTALS	18,385,416	12,765,976	3,800,000

*Irrigation Water Requirement

COMPARATIVE INFLUENT FLOW DATA

See attached influent flow data summary chart.

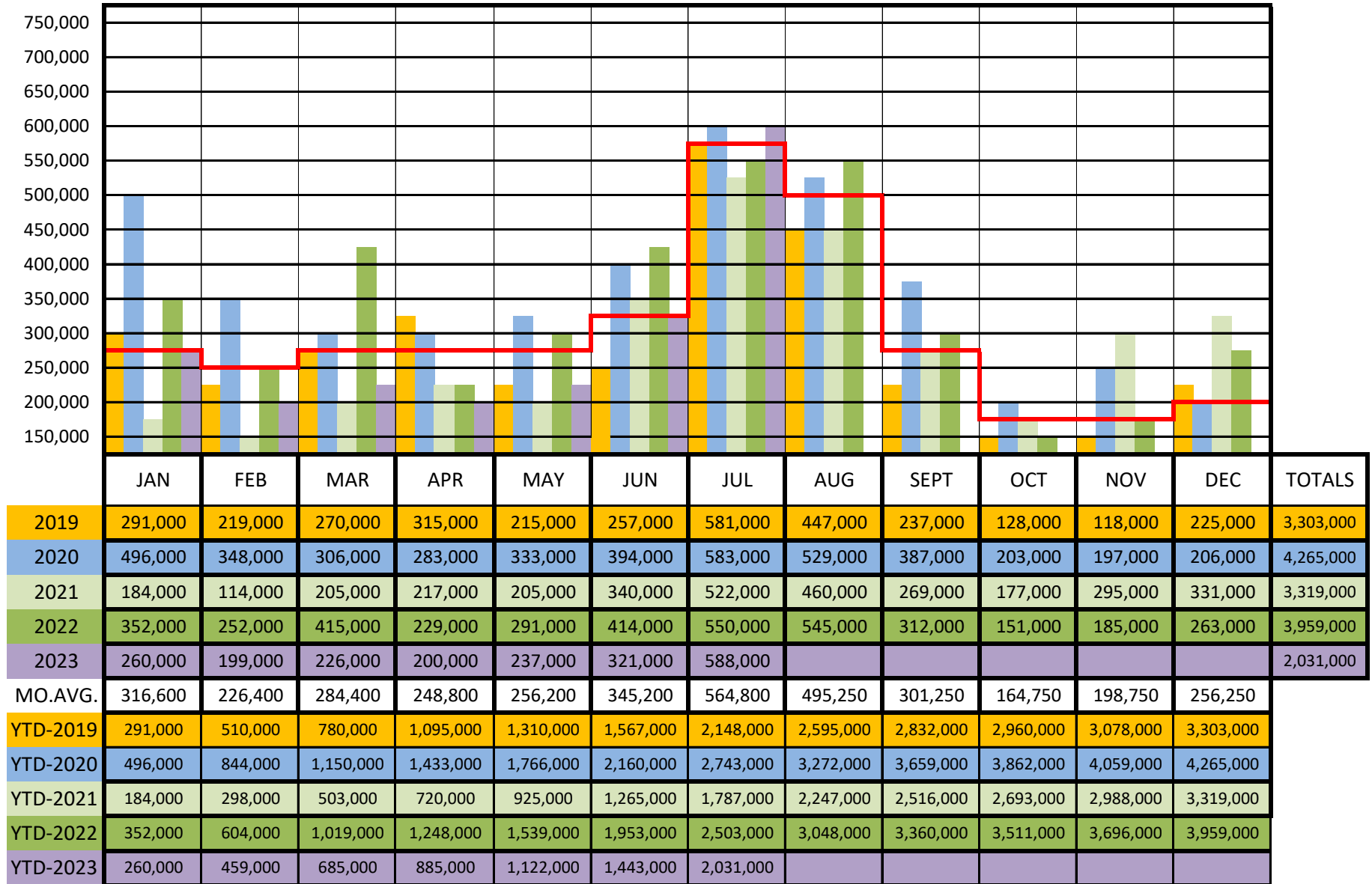
LAGOON STATUS

4,060,000 gallons =	Total <u>usable</u> storage volume in aeration lagoon.	5.36	1.3 MG
5,530,000 gallons =	Total <u>usable</u> storage volume in polishing lagoon.	7.73	2.2 MG
9,590,000 gallons =	TOTAL combined available storage volume	13.09	3.5 MG
1,300,000 gallons =	Estimated volume in aeration lagoon = approx.	32.0%	
1,000,000 gallons =	Estimated volume in polishing lagoon = approx.	18.1%	
7,290,000 gallons =	TOTAL estimated available storage volume	76.0%	

SUMMARY

- Lagoon storage volume appears to be sufficient to handle all influent, including precipitation, through the non-growing season (November through March).
- Land application area appears to be sufficient to handle estimated lagoon storage volume and influent from the growing season (April through October), including precipitation.

BOTTLE BAY RECREATIONAL WATER AND SEWER DISTRICT COMPARATIVE INFLUENT FLOW DATA



**BOTTLE BAY RECREATIONAL WATER & SEWER DISTRICT
WASTEWATER LAND APPLICATION LOG - JULY 2023**

DAILY										WK. TOTAL	MONTHLY								DAILY		
DATE	METER READING	TOTAL VOLUME	VOLUME to:(10.19 ac) MU-01501	VOLUME to: (5.93 ac) MU-01502	VOLUME to: (4.22 ac) MU-01503	Total CL2	FREE CL2	TEMP.			August through October Depth to GW (3' min)								Avg. Prec.	0.97	
START	0	0						HIGH	LOW	COLIF.	MW-1	MW-2	MW-3	MW-4	MW-5	MW-6	MW-7	MW-8	DAY	Prec. Inch	Mo. To Go
1	0	0	0	0	0														1	0.00	0.97
2	0	0	0	0	0														2	0.00	0.97
3	26199000	84000	0	48000	36000	31	1.3	80	47		84	50	43	50	dry	60	dry	dry	3	0.00	0.97
4	26308000	109000	109000	0	0	31	1.3	87	48										4	0.00	0.97
5	26418000	110000	110000	0	0	30	1.3	86	50	ND									5	0.00	0.97
6	26501000	83000	0	50000	33000	30	1.3	85	51										6	0.00	0.97
7	26622000	121000	0	70180	51000	30	1.3	89	52										7	0.00	0.97
8	0	0	0	0	0														8	0.00	0.97
9	0	0	0	0	0														9	0.00	0.97
10	26735000	113000	0	68000	45000	30	1.3	84	63	ND	100	50	41	49	dry	63	dry	dry	10	0.30	0.67
11	26845000	110000	110000	0	0	30	1.3	83	62										11	0.00	0.67
12	26940000	95000	95000	0	0	30	1.3	82	55										12	0.00	0.67
13	27046000	106000	0	64000	42000	30	1.3	88	57										13	0.00	0.67
14	27131000	85000	85000	0	0	30	1.3	90	64										14	0.00	0.67
15	0	0	0	0	0														15	0.00	0.67
16	0	0	0	0	0														16	0.00	0.67
17	27196000	65000	65000	0	0	30	1.3	86	56	ND	101	54	43	50	dry	66	dry	dry	17	0.00	0.67
18	27288000	92000	0	56000	36000	30	1.3	83	49										18	0.00	0.67
19	27369000	81000	0	49000	32000	30	1.3	87	63										19	0.00	0.67
20	27569000	200000	200000	0	0	30	1.3	90	76										20	0.00	0.67
21	27771000	202000	0	117000	85000	30	1.3	90	53										21	0.00	0.67
22	0	0	0	0	0	30	1.3		57										22	0.00	0.67
23	0	0	0	0	0														23	0.00	0.67
24	27845000	74000	0	45000	29000	30	1.3	87	57	ND	109	64	50	dry	dry	69	dry	dry	24	0.00	0.67
25	27914000	69000	69000	0	0	30	1.3	82	60										25	0.00	0.67
26	28003000	89000	89000	0	0	30	1.3	83	44										26	0.00	0.67
27	28183000	180000	0	105000	75000	30	1.3	83	48										27	0.00	0.67
28	28360000	177000	0	102000	75000	30	1.3	89	48										28	0.00	0.67
29	0	0	0	0	0														29	0.00	0.67
30	0	0	0	0	0														30	0.00	0.67
31	28434000	74000	74000	0	0	30	1.3	90	68		100	71	40	dry	dry	70	dry	dry	31	0.00	0.67
TOTAL GALLONS	2319000	1006000	774180	539000				86	56	See Revised Plan of Operation - HYDRAULIC LOADING								Total Adjust	0.67		
TOTAL ACRE INCHE	4.20	3.64	4.81	4.70				AVG.	AVG.	TARGET HYDRAULIC LOADING, MU-01501 2,443,111											
Total Nitrogen - LBS/Acre/mo.		9.26	12.25	11.98						Mo. End Precip. Adjustment 185,378											
Total Nitrogen - LBS/Acre/YTD		18.02	22.23	11.98						Calculated Total Actual IWR 2,628,488											
Total Phos. - LBS/Acre/mo.		3.23	4.27	4.18						TARGET HYDRAULIC LOADING, MU-01502 1,421,751											
Total Phos. - LBS/Acre/YTD		6.29	7.75	7.90						Mo. End Precip. Adjustment 107,879											
										Calculated Total Actual IWR 1,529,630											
pH (Monthly)								7.6		TARGET HYDRAULIC LOADING, MU-01503 1,011,769											
Nitrate + Nitrite Nitrogen (Monthly) - mg/L - PQL = 0.1/ea (0.05 @ 50%)								0.05	MONTHLY	Mo. End Precip. Adjustment 76,771											
Total Kjeldahl Nitrogen (Monthly) - mg/L - PQL = 0.09 (0.045 @ 50%)								11.2		Calculated Total Actual IWR 1,088,540											
Total Phosphorus (Monthly) - mg/L - PQL = 0.016 (0.008 % 50 %)								3.920		Mo. End Precip. Adj. =27,152.4 x Acres. x Total Adjust											

WATER SYSTEMS MANAGEMENT
67 WILD HORSE TRAIL
SANDPOINT, IDAHO 83864
DATE: 08/11/23

BBRWSD COLLECTIONS REPORT FOR SERVICES PROVIDED IN JULY 2023:

COLLECTION SYSTEM

SERVICE CALLS

PUMP:
6 PUMP CALLS

PLUMBING:
1

CONTROLS/ ELECTRICAL:

FLOAT:

TANK:
1 (TANK SEAL)

NEW CONSTRUCTION / INSTALLATION INSPECTIONS MANAGEMENT:

HU #293 ALEX LITTLE BRAVE (NO ACTIVITY)
HU #123 HIGH (IN PROCESS)
HU #211 OAKLEY (IN PROCESS) IN REVIEW TO DETERMINE REQUIREMENTS.
HU #265 SALADIN (NO ACTIVITY)
HU #38 ANGLE OF REPOSE / OLSON (PROJECT RETARTING)
HU# 100 PETERSON (ON GOING)
HU #005 ATTEBERRY (NO ACTIVITY)
HU #007 WHITAKER (IN PROCESS)
HU #045 HUTLEY (NEW GARAGE) NO BBRWSD ACTION

INSTALLATION INSPECTIONS :
HIGH
WHITTAKER

ESCROW INSPECTIONS:

ISLOATIONS: 15
8 MAIN LINE UPGRADE
7AIRVAC

EEP:
8 EEP INSTALLS

OTHER:
FLEW DRONE FOR WEBSITE PICS

ALARM
(NUMBEROUS)

OPERATION & MAINTENANCE

AIRVAC: (SEE CAPITAL IMPROVEMENT PROJECT)

ISOLATION VALVE INSTALL/ REPAIR / REPLACE: (SEE CAPITAL IMPROVEMENT PROJECTS)

CONTRACTOR / PROPERTY OWNER MANAGEMENT:

TELE CONS: MULTIPLE

LOCATES: 5

I&I RESEARCH & MITIGATION: ON GOING

EXERCISE ISOLATION VALVES / AIRVAC VALVES: ON GOING

FACILITIES / EQUIPMENT MAINTENANCE: ON GOING

INVENTORY MANAGEMENT: ON GOING

PERMIT / SITE REVIEW :

POWER OUTAGE RESPONSE:

MAINTENANCE INSPECTIONS:

LOCATING SITES FOR MAIN LINE UPGRADE, AIRVAC REPLACEMENT (ON GOING),

OWNER / CONTRACTOR CONSULTATIONS / SITE VISIT: (MULTIPLE, ON GOING)

MANAGERIAL / FILING ON GOING

CAPITAL IMPROVEMENT PROGRAM:

OVERFLOW BASIN PUMP UPGRADE: **COMPLETE**

PUMP CONTROL UPGRADES COMPLETED:
4 (6 Remaining)

AIRVAC UPGRADE (WITH MAIN LINE CONNECTION)
6 AIRVAC COMPLETED (1 REMAINING) *

MAINLINE CONNECTION UPGRADE
8 MAIN LINE CONNECTION UPGRADE COMPLETED (2 REMAINING)*

TANK REPLACEMENT PROGRAM
NEWHART (Waiting on 'Budget Reconciliation' to move forward)

Resolution Number _____

WHEREAS the Board has determined that a change in the rate schedule is required to support the FY 2024 budget; and

WHEREAS the proposed rate schedule change was published in the Bonner County Daily Bee and a public hearing on the rate schedule change has been held; now, therefore,

RESOLVE, effective December 1, 2023, the Basic Fee shall increase by \$2.00 from \$22.00 per month to \$24.00 per month.

FURTHER RESOLVE, effective December 1, 2023, the Service shall increase \$4.00 per month from \$42.00 per month to \$46.00 per month.

Proposed FY 2024

Sewer Rates &

Notice of Public Hearing

Take notice that the Bottle Bay Recreational Water & Sewer District will hold a public hearing on its intention to increase sewer rates effective December 1, 2023, as follows: Basic Fee to increase \$2.00 per month from \$22 to \$24 per month. The Service Fee to increase \$4.00 per month from \$42 to \$46 per month. The Wastewater Expansion Project debt service fee to remain unchanged at \$20 per month. The public hearing will be held on Monday, August 14, 2023, at 4 pm via Zoom. A link to the Zoom meeting is available on the District's website: www.bottlebaydistrict.org.

Legal#5422

AD#12277

August 1, 2023

Pg 18

Resolution Number _____

WHEREAS the Board is required by law to adopt an annual budget; and

WHEREAS the proposed FY 2024 budget was published in the Bonner County Daily Bee and a public hearing on the proposed budget has been held; now, therefore,

RESOLVE, the attached FY 2024 is hereby adopted.

Take notice that the Bottle Bay Recreational Water & Sewer District will hold a public hearing on its FY 2024 Budget on Monday, August 14, 2023, at 4 pm via Zoom. A link to the Zoom meeting is available on the District's website: www.bottlebaydistrict.org.

	FY2024 Budget (rounded)	FY 2023 Am Budget (rounded)	FY 2022 Actual
Revenues			
Basic Fee Income	87,000	80,500	75,825
Service Fee Income	113,200	98,300	87,015
WEP Sinking Fund Inc	72,500	73,200	67,850
Property Tax Levy	35,000	35,000	34,615
County Payments	1,300	1,300	2,000
Interest Income	3,000	500	250
Other Revenue	4,100	4,100	10,000
Total Revenues	316,000	292,900	277,555
Operating Expenses			
Administration			
Recording Secretary	3,800	5,000	1,500
Accounting Services	12,000	8,300	10,000
Audit Services	9,800	7,000	4,400
Legal Services	1,100	1,000	1,500
Insurance	2,200	2,100	1,920
Information Services	3,000	5,000	2,225
Other Admin Expenses	4,100	3,900	12,500
Sub-Total Admin. Exp	35,900	32,300	34,045
Treatment and Land Application			
Operator Contract	89,400	82,200	78,600
Consultant Services	1,200	-	-
Compliance & Testing	9,600	9,100	6,400
Operating Chemicals	4,200	4,000	2,800
Other Treatment Exp	1,200	-	-
Sub-Total Treatment	105,500	97,500	87,800
Collection System			
Supplies, & Equipment	23,600	22,500	21,500
Maintenance & Repair	37,200	35,400	34,500
Utilities	7,600	7,200	5,700
Vehicle Expenses	3,000	5,600	2,000
Sub-Total Collection Exp	71,400	70,700	63,700
Total Operating Exp	212,700	200,500	185,545
Capital Expenses			
Debt Serv - DEQ Loan	73,400	73,400	73,384
Debt Serv - White Loan	18,000	18,000	18,000
Capital Replacement	20,000	100,000	19,000
Unscheduled Capital	10,000	10,100	7,000
Total Capital Expenses	121,400	201,500	117,384
Total Op & Capital Exp	334,100	402,000	302,929
Total Net Income	(18,100)	(109,100)	(25,374)
Depreciation	96,200	96,200	96,153

NOTICE OF ORDINANCE AMENDMENT AND PUBLIC HEARING

Bottle Bay Recreational Water & Sewer District

TAKE NOTICE that the Bottle Bay Recreational Water & Sewer District will hold a public hearing on Revision #1 to General Ordinance No. 2021 - "A" on September 19, 2023 at 4pm via Zoom. A Zoom link is available on the District's website, www.bottlebaydistrict.org.

Summary of Ordinance Amendment: The amended ordinance deletes references to accessory dwelling units (ADUs) and defines a "bedroom" as "a room or separate structure designed primarily for sleeping but is not a Dwelling Unit." A Dwelling Unit is defined as "a structure or mobile home capable of independent living." Each Dwelling Unit is assigned one Equivalent Residential Unit (ERU), which is further defined as "a volume of wastewater recognized nationally as produced from a dwelling containing up to four bedrooms." A Dwelling Unit containing more than four bedrooms, whether attached or detached, "shall pay 25% of the Service fee for each additional bedroom." Additional dwellings "on the same parcel, using the same connection to the force main, shall pay an additional Service Fee for each additional Dwelling Unit." The District presumes a separate structure on the same parcel is a Dwelling Unit "unless determined otherwise upon inspection by the District."

The full text of the amended ordinance is posted on the door of the Sewer District Office, 8680 Bottle Bay Rd, Sagle, ID 83860, and posted on the District's website.

In accordance with Idaho Code Section 50-901A, the above ordinance summary has been reviewed by attorney Susan Weeks, Esq, the legal advisor to the District, and found to be true and complete and provides adequate notice to the public.

Proposed 1st Revision to General Ordinance

[Deleted Sections have a strikethrough; Added Sections are in bold italics]



**ORDINANCE NO. 2021-“A” Rev 0
GENERAL**

AN ORDINANCE ESTABLISHING AND PROVIDING FOR DEFINITIONS, CONNECTIONS TO THE DISTRICT’S SEWER SYSTEM, OWNER RESPONSIBILITIES, MEMBER CHARGES, PROTECTION OF THE FORCE MAIN, DISCONTINUANCE OF MEMBER SERVICE, AND LINE EXTENSIONS TO THE SEWER SYSTEM OF THE BOTTLE BAY RECREATIONAL WATER AND SEWER SYSTEM

BE IT ORDAINED by the Board of Directors of the Bottle Bay Recreational Water and Sewer District, Bonner, County, Idaho as follows:

WHEREAS, the Bottle Bay Recreational Water and Sewer District (the “District”), is a recreational water and sewer district organized and existing under and pursuant to the laws of the State of Idaho; and,

WHEREAS, the Board has determined it is in the best interest of the District to enact this Ordinance establishing the general terms and conditions of the District;

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF DIRECTORS OF THE DISTRICT AS FOLLOWS:

The previous Ordinance, 2010-3 Rev. 3 dated December 17, 2013, is rescinded and replaced by this ordinance.

Short Title. This Ordinance shall be referred to as the “General Ordinance.”

Applicability of Ordinance. The provisions of this Ordinance shall apply to all Parcels within the District boundaries.



ARTICLE I - GENERAL DEFINITIONS

For purposes of all Ordinances, Rules and Regulations, and By-Laws, the following definitions apply:

- 1.1. ***Bedroom. A Bedroom is a room or separate structure designed primarily for sleeping but is not a Dwelling Unit as defined herein. A bedroom is characterized by a bed, door(s) that can be used to close off the room from the remainder of the dwelling or the outside, and a closet and/or cabinet where***



clothing may be hung-up on hangers. A separate bunk house or sleeping shack is deemed a Bedroom.

- 1.2. **Board.** The Board of Directors of the Bottle Bay Recreational Water and Sewer District.
- 1.3. **Board Resolution.** A decision by a vote of the majority of the Board of Directors at any regular meeting or special meeting called for that purpose which is less formal than an ordinance and generally is the expression of the mind of the Board of Directors concerning some particular item of business or matter of administration coming within its official cognizance.
- 1.4. **Branch Line.** A pressurized sewer line that leaves the Force Main to service Parcels not on the Force Main.
- 1.5. **Capitalization Fee.** The fee calculated and collected according to Ordinance, for parcels created or otherwise brought under this Ordinance representing a fair share of the net value of the sewer system, as allocated to an individual parcel of land.
- 1.6. **Commercial Member.** A business or association (such as a non-profit association) or other entity determined by the Board, with one or more Connection Rights associated with real property.
- 1.7. **Connection Right.** A right when capacity exists and the appropriate fees have been paid, associated with and running with real property, to connect to the District's Sewer System and to discharge sewage when certain conditions are met.
- 1.8. **District.** The Bottle Bay Recreational Water & Sewer District aka Bottle Bay Sewer District.
- 1.9. **District Operator.** A person(s) licensed by Idaho Department of Quality_ assigned to maintain, repair and operate the Sewer System. A District Operator may be an employee of the District or an employee of the contractor hired by the Board of Directors to perform maintenance, repair, operations, and technical services for the District. Also known as the Licensed Operator.
- 1.10. **District Rules & Regulations.** A document containing the rules and regulations of the District passed by a vote of the majority of the Board of Directors at any regular meeting or at any special meeting called for that purpose.
- ~~1.11. **Dwelling, Single Family.** A detached residential building designed exclusively for and solely occupied by one (1) family.~~
- ~~1.12. **Dwelling Unit, Accessory ("ADU").** A Dwelling Unit, but not a mobile home, located on the same lot as a Single Family Dwelling, either within the same building as the Single Family Dwelling or in a detached building, with a separate entrance. It shall not exceed 900 square feet.~~
-  1.13. ***Dwelling Unit.*** *A Dwelling Unit is a structure or mobile home capable of independent living. A dwelling is characterized by sleeping space or bedrooms, toilet, bathing facilities, and a kitchen that includes a sink and cooking and refrigeration equipment. A dwelling may be attached to another dwelling, such as a basement apartment or guest house under a common roof.*
- 1.14. **Encroachment Permit.** Written or verbal permission to temporarily or permanently displace or obstruct the Sewer System.
- ~~1.15. **Equivalent Residence.** The basic unit of measurement utilized by the District to establish relative sewer consumption requirements of various property uses, with one (1) Equivalent Residence, or "ER," defined as one (1) single-family dwelling. The number of ER's attributable to a particular use shall be determined by a measure of the ER's a parcel uses. For example, a commercial operation generating three (3) times as much wastewater as an average single-family detached housing unit would be assigned three (3) ER's.~~
-  1.16. ***Equivalent Residential Unit (ERU).*** *An ERU means a volume of wastewater recognized nationally as produced from a dwelling containing up to four bedrooms.*
- 1.17. **Force Main.** The main sewer line that transports effluent under pressure to the lift station at the District Office.

- 1.18. **House Line.** A privately owned sewage line connecting a dwelling or building to the Residential System.
- 1.19. **Hookup Fee.** Those costs incurred by the District with making the physical connection to the District's sewer system.
- 1.20. **Idaho Department of Environmental Quality (DEQ).** The Idaho state agency that issues the District with a Wastewater Reuse Permit to operate. The District is subject to many DEQ rules and regulations.
- 1.21. **Inhabited.** A building that is occupied for one (1) day or more.
- 1.22. **Lateral Line.** The line transporting effluent from the Residential System pump basin to the Force Main.
- 1.23. **Member.** All owners of Parcels within the District boundaries are by statute included in the District as Members. Those Members who have prepaid their capitalization fee shall be referred to in this Ordinance as Vested Members. Those Vested Members who are connected to the system are referred to in this Ordinance as Serviced Members.
- 1.24. **Mobile Home.** *A mobile home is a transportable prefabricated structure that has the characteristics of a Dwelling Unit as defined herein and is situated in one particular place on the property and capable of use for permanent or seasonal living accommodation. A Mobile Home is deemed a Dwelling Unit.*
- 1.25. **Parcel.** Any lot or tract of land now existing or hereafter created through a division or subdivision process, and any other parcel of real property recognized by Bonner County as a separate legal parcel which would legally allow such Parcel to be improved with a residence or other structure for human use and/or occupancy, or which would otherwise be deemed benefited by the availability of sewer service provided by the District. Additionally, the term Parcel shall include a unit in a condominium project for which a condominium plan shall have been recorded, and any unit having final approval as part of a planned unit development, but only where no further platting or other governmental approvals are required.
- 1.26. **Real Property Owner.** The person or persons with record title of a Parcel within the boundaries of the District. The Real Property Owner is the Member and is not necessarily the person(s) living on the property and paying the bills.
- 1.27. **Recreational Vehicle.** *A recreational vehicle (RV) is a trailer or large vehicle designed for camping.*
- 1.28. **Residential System Siting Permit ("RSSP").** The required District permit to begin construction of a Residential System, also known as the "Sewer Permit."
- 1.29. **Residential System.** The system from the point the House Line connects to the septic tank/pump basin to the Force Main connection, including the Pump Control Box.
- 1.30. **Residential System Requirements ("RSR").** A document containing the District's technical requirements (installation, equipment, testing, inspection, and acceptance, etc.) for a Residential System.
- 1.31. **Service.** Acceptance of sewage or wastewater (effluent) from a Serviced Member via a connection to the Residential System and the District's collection, for treatment and disposition of same.
- 1.32. **Sewer Permit.** The required District permit to begin construction of a Residential System, also known as the Residential System Siting Permit.
- 1.33. **Sewer System.** All Bottle Bay Recreational Water and Sewer District facilities for collecting, pumping, treating, and disposing of sewage.
- 1.34. **Stop Work Notice.** Notice posted by District at a project or construction site requiring discontinuance of work until a specific action is taken.

ARTICLE II – CONNECTION RIGHTS

- 2.1. **New Connection.** A Member of the District may receive a connection right under certain conditions determined by the District. During periods when the District does not have the sewage capacity to serve a property located within 200 feet of the Sewer System, or if a property is not within 200 feet of the Sewer System, the Property Owner may enter into an agreement with the District to seek permission from the Panhandle Health District to install private individual underground sewage disposal facilities. However, if the District, at a later date, has the capacity to serve the Property Owner, the Property Owner shall disconnect from the individual underground sewage disposal facilities and shall connect to the District Sewer System within (6) six months of notification, after paying all applicable fees and charges applicable at that time and complying with the Residential System Requirements.
- 2.2. **Modified Connection.** A Serviced Member shall have the right to modify an existing connection subject to the current and applicable Residential System Requirements and the payment of related fees and costs. A Sewer Permit is required. A modification is any change in the location or replacement of the house line, septic tank, pump basin, pump controller, lateral line, or connection to the force main. The addition of a bedroom ~~and/or an ADU or other structure containing sanitary sewer facilities~~ constitutes a modification of the existing connection.
- 2.3. **Connection Rights and Recreational Vehicles Generating Sewage.** Recreational vehicles, campers, trailers, or boats with sanitary facilities shall not connect temporarily or permanently to an existing Residential System already connected to a House Line unless and until a Sewer Permit has been issued by the District.
- 2.4. **Presumption of Dwelling Unit.** *Separate structures located on the property shall be presumed as Dwelling Units unless determined otherwise upon inspection by the District.*
- 2.5. **ERU Per Dwelling Unit.** *Each Residential Dwelling Unit is assigned one ERU. A commercial dwelling unit or other facility connected to the Sewer System shall be assigned ERUs in accordance with the particular use and demand upon the Sewer System. For example, a commercial operation generating three (3) times as much wastewater as an average single-family detached housing unit would be assigned three (3) ERUs.*
- 2.6. **Additional Dwellings.** *An additional Dwelling Unit on the same parcel, using the same connection to the force main, shall pay an additional Service Fee for each additional Dwelling Unit.*
- 2.7. **Additional Bedrooms.** *A Dwelling Unit or property containing more than four bedrooms shall pay 25% of the Service fee for each additional bedroom.*
- 2.8. **RV Parking Pad.** *An Recreational Vehicle (RV) Parking Pad connected to the Residential Sewer System is deemed a Bedroom.*
- 2.9. **Sanitary Facilities in Other Buildings.** *Sanitary facilities such as a toilet, sink or shower, located in a structure designed and used for purposes other than sleeping, such as a shop or art studio, shall not be assessed any fee additional to the dwelling’s ERU Fees.*
- 2.10. **Change of Use.** *A Member may request inspection by the District when a structure’s use has changed or the fees for its present use no longer conform to these amended ordinances.*
- 2.11. **Buy-Back of Connection Rights.** A Vested Member cannot sell their connection right to a third party. The District, with Board approval, may buy back Connection Rights from Members under certain terms and conditions determined by the Board.
 - 2.11.1. Minimum Conditions:
 - (a) No real property is left un-buildable per District or Panhandle Health Department regulations.

Proposed 2nd Revision to Operating Rules & Regulations

[Deleted Sections have a strikethrough; Added Sections are in bold italics]

Section I: Definitions

- 1.1 **Access Easement.** The term “Access Easement” means a perpetual easement granting the District physical access to Residential Sewer System as defined herein.
- 1.2 **Action Item.** An Action Item is a matter for which the Board may take final action by motion or resolution.
- 1.3 **ADU.** ~~Accessory Dwelling Unit. See Dwelling, Detached.~~
- 1.4 **BBRWSD.** BBRWSD means the Bottle Bay Recreational Water and Sewer District.
- 1.5 ***Bedroom.*** *A Bedroom is a room or separate structure designed primarily for sleeping but is not a Dwelling Unit as defined herein. A bedroom is characterized by a bed, door(s) that can be used to close off the room from the remainder of the dwelling or the outside, and a closet and/or cabinet where clothing may be hung-up on hangers. A separate bunk house or sleeping shack is deemed a Bedroom. A fold-out couch in a den open to other rooms in the dwelling, for example, is not a Bedroom.*
- 1.6 **Board.** The Board of Directors of the Bottle Bay Recreational Water and Sewer District.
- 1.7 **Branch Line.** A pressurized sewer line that leaves the Force Main to service Parcels not on the Force Main.
- 1.8 **Building Location Permit.** A Building Location Permit is means a permit issued by the Bonner County Planning Department pursuant to Bonner County Revised Code section 11-101.
- 1.9 **Capitalization Fee.** The fee calculated and collected according to Ordinance, for parcels created or otherwise brought under this Ordinance representing a fair share of the net value of the sewer system, as allocated to an individual parcel of land.
- 1.10 **Chair.** The Chair means the person presiding at the Board meeting.
- 1.11 **Commercial Member.** A business or association (such as a non-profit association) or other entity determined by the Board, with one or more Connection Rights associated with real property.
- 1.12 **Compliance Officer.** The Board’s designee to communicate with Members on permits and other system compliance matters.
- 1.13 **Connection Right.** A right when capacity exists and the appropriate fees have been paid, associated with and running with real property, to connect to the District’s Sewer System and to discharge sewage when certain conditions are met.
- 1.14 **Director.** Director means an elected member of the District’s Board of Directors.
- 1.15 **District.** The Bottle Bay Recreational Water & Sewer District aka Bottle Bay Sewer District.
- 1.16 **District Operator.** A person(s) licensed by the Idaho Board of Drinig Water and Wastewater Professionals and assigned by the District to maintain, repair and operate the Sewer System. A District Operator may be an employee of the District or an employee of the contractor hired by the Board of Directors to perform maintenance, repair, operations, and technical services for the District. Also known as the Licensed Operator.
- 1.17 **District Rules & Regulations.** A document containing the rules and regulations of the District passed by a vote of the majority of the Board of Directors at any regular meeting or at any special meeting called for that purpose.
- 1.18 **Downstream.** The term downstream indicates the direction of wastewater flow, usually from the origin of the wastewater to final destination of wastewater processing.
- ~~1.19 **Dwelling, Detached.** A detached dwelling is an Accessor Dwelling Unit (ADU) or other living space that is located on the same parcel but physically separated from the main dwelling unit. An ADU is capable of~~

providing independent living and is characterized by sleeping and bathing facilities, as well as toilet and sink. Mobile homes and RVs connected to the Sewer System are examples of ADUs under these Rules.

- 1.20 **Dwelling Unit.** *A Dwelling Unit is a structure or mobile home capable of independent living. A dwelling is characterized by sleeping space or bedrooms, toilet, bathing facilities, and a kitchen that includes a sink and cooking and refrigeration equipment. A dwelling may be attached to another dwelling, such as a basement apartment or guest house under a common roof.*
- 1.21 **Dwelling, Duplex.** A duplex dwelling is a single residential structure divided in such a manner as to create two separate dwelling units with independent entrances.
- 1.22 **Dwelling, Main.** The term “main dwelling” means the primary residential structure occupied by a single family.
- 1.23 **Dwelling, Single Family.** A detached residential building designed exclusively for and solely occupied by one (1) family.
- 1.24 **Dwelling Unit, Accessory (“ADU”).** A Dwelling Unit, but not a mobile home, located on the same lot as a Single Family Dwelling, either within the same building as the Single Family Dwelling or in a detached building, with a separate entrance. It shall not exceed 900 square feet.
- 1.25 **Encroachment Permit.** Written or verbal permission to temporarily or permanently displace or obstruct the Sewer System.
- 1.26 **Equivalent Residence.** The basic unit of measurement utilized by the District to establish relative sewer consumption requirements of various property uses, with one (1) Equivalent Residence, or “ER,” defined as one (1) single family dwelling. The number of ER’s attributable to a particular use shall be determined by a measure of the ER’s a parcel uses. For example, a commercial operation generating three (3) times as much wastewater as an average single family detached housing unit would be assigned three (3) ER’s.
- 1.27 **Equivalent Residential Unit (ERU).** *An ERU means a volume of wastewater recognized nationally as produced from a dwelling containing up to four bedrooms.*
- 1.28 **Fines.** The term “Fine” is used to distinguish penalties for failure to comply with applicable rules and regulations. The term means the same as a “charge.”
- 1.29 **Force Main.** The main sewer line that transports effluent under pressure to the lift station at the District Office.
- 1.30 **House Line.** A privately owned sewage line connecting a dwelling or building to the Residential System.
- 1.31 **Idaho Department of Environmental Quality (IDEQ).** The Idaho state agency that issues the District with a Wastewater Reuse Permit to operate. The District is subject to many IDEQ rules and regulations.
- 1.32 **Inhabited.** A building that is occupied for one (1) day or more.
- 1.33 **Inspection Deposit.** The term “Inspection Deposit” is a security deposit to insure payment of fees and fines associated with the inspection and approval of a Sewer Permit.
- 1.34 **Landowner.** The “landowner” is the Real Property Owner as defined herein.
- 1.35 **Lateral Line.** The line transporting effluent from the Residential System pump basin to the Force Main.
- 1.36 **Licensed Operator.** The “Licensed Operator” is the District Operator as defined herein.
- 1.37 **Member.** All owners of Parcels within the District boundaries are by statute included in the District as Members. Those Members who have prepaid their capitalization fee shall be referred to in this Rules as Vested Members. Those Vested Members who are connected to the system are referred to in these Rules as Serviced Members.
- 1.38 **Mobile Home.** *A mobile home is a transportable prefabricated structure that has the characteristics of a Dwelling Unit as defined herein and is situated in one particular place on the property and capable of use for permanent or seasonal living accommodation. A Mobile Home is deemed a Dwelling Unit.*
- 1.39 **Office.** Office means the District Office located at 8680 Bottle Bay Road, Sagle, Idaho 83860

- 6.3 **Damage to the Force Main or Branch Line.** The Landowner shall be liable to the District for damage to the Force Main or Branch Line caused by the Landowner or a contractor engaged by the Landowner even though the damage occurs external to the Landowner's property.
- 6.4 **District Rights.** The above statements of liability shall not be deemed to limit the District's right to pursue damages in law and equity from any party causing damage to the Sewer System.

Section VII: Residential System Requirements.

- 7.1 **Compliance with RSRs.** All new and modified connections shall be designed and constructed in compliance with the District's Residential System Requirements (RSRs) as set forth in Appendix E. Failure to comply with the RSRs and inspection requirements will subject the Landowner to fines as set forth in the Schedule of Rates and Charges. Appendix C.

Section VIII: Administration and Enforcement

- 8.1 **Change in Ownership, Pump Out.** When ownership of a vested parcel changes hands, the new owner is required to give notice to the District. A fee is charged for changing the District's ownership records. The District shall, at the Landowner's expense, pump out of the septic tank of a serviced parcel when the parcel changes ownership.
- 8.2 **Capitalization Fee.** Non-vested Members shall pay a Capitalization Fee calculated for the net value of the Sewer System at time of vesting.
- 8.3 **Monthly Fees.** The following monthly fees shall be billed and collected by the District on a quarterly basis. Member invoices shall be mailed or delivered electronically within the first two-weeks of the quarter and payment shall be due on the last day of the quarter.

- 8.3.1 **Basic Fee.** Vested Members shall pay a Basic Fee for the general repair, maintenance, administration and capital improvement of the Sewer System.

- 8.3.2 **Service Fee.** Vested Members who are connected to the Sewer System shall pay a Service Fee, in accordance with these Rules, for the operation of the Sewer System.

- 8.3.3 **WEP Fee.** Vested Members shall pay their fair share of the repayment of the loan from IDEQ for the Wastewater Expansion Project.



- 8.3.4 ***Additional Bedrooms.*** *A Dwelling Unit or property containing more than four bedrooms shall pay 25% of the Service fee for each additional bedroom. An RV Parking Pad connected to the Residential Sewer System is deemed a Bedroom.*



- 8.3.5 ***Additional Dwellings.*** *An additional Dwelling Unit on the same parcel, using the same connection to the force main, shall pay an additional Service Fee for each additional Dwelling Unit.*

- 8.4 **Adoption of Schedule of Rates, Charges, Fees, Tolls and Fines.** The Board shall adopt and amend from time to time a Schedule of Rates, Charges, Fees, Tolls and Fines pursuant to the rulemaking requirements in Section 2.4 hereof. Such Schedule shall be incorporated herein as Appendix C.



- ~~8.5 **Detached Dwellings.** An additional capitalization fee, basic fee and WEP fee shall not be required for service to a detached dwelling so long as it shares a common Sewer System connection with the main dwelling. However, the Landowner shall be charged an additional Service Fee for each detached dwelling.~~



- ~~8.6 **Duplex Dwellings.** Duplex dwellings shall pay one capitalization fee, one basic fee and one WEP fee so long as both units have a common connection to the Sewer System. However, each unit shall be charged a separate Service Fee.~~



- 8.7 ***ERU Per Dwelling Unit.*** *Each Residential Dwelling Unit is assigned one ERU. A commercial dwelling unit or other facility connected to the Sewer System shall be assigned ERUs in accordance with the*

particular use and demand upon the Sewer System. For example, a commercial operation generating three (3) times as much wastewater as an average single-family detached housing unit would be assigned three (3) ERUs

- 8.8 **Mobile Home.** *A mobile home is a dwelling unit.*
- 8.9 **Presumption of Dwelling Unit.** *Separate structures located on the property shall be presumed as Dwelling Units unless determined otherwise upon inspection by the District.*
- 8.10 **Additional Dwellings.** *An additional Dwelling Unit on the same parcel, using the same connection to the force main, shall pay an additional Service Fee for each additional Dwelling Unit.*
- 8.11 **Additional Bedrooms.** ~~An additional Service Fee shall be charged when a dwelling exceeds four (4) bedrooms. A third Service Fee shall be charged for a dwelling that exceeds eight (8) bedrooms.~~ *A Dwelling Unit or property containing more than four bedrooms shall pay 25% of the Service fee for each additional bedroom.*
- 8.12 **RV Parking Pad.** *An RV Parking Pad connected to the Residential Sewer System is deemed a Bedroom.*
- 8.13 **Sanitary Facilities in Other Buildings.** *Sanitary facilities such as a toilet, sink or shower, located in a structure designed and used for purposes other than sleeping, such as a shop or art studio, shall not be assessed any fee additional to the dwelling's ERU Fees.*
- 8.14 **Change of Use.** *A Member may request inspection by the District when a structure's use has changed or the fees for its present use no longer conform to these amended rules.*
- 8.15 **Commencement of Service Fee.** The Service Fee shall commence upon issuance of a Sewer Permit, physical connection to the Sewer System, and authorization for Activation of Service. If the connection is made on or before the 15th day of the month, the Service Fee will be deemed to have started on the 1st day of the month. If the connection is made after the 15th day of the month, the Service Fee will be deemed to have started on the first day of the following month. The Service Fee shall be applied regardless of occupancy of the dwelling or plumbing connections to the septic tank.
- 8.16 **Notice of Violation.** Service of notice of violation may be accomplished in the following manner: (a) delivery of the notice of violation by US Mail, return receipt requested, to the Landowner's address of record with the Bonner County Assessor or the District, and/or the landowner's address on a permit application; (b) service upon the person of the Landowner with certification of service by the Board representative; (c) service upon the Landowner's contractor or other representative; or (d) posting of the notice of violation in a conspicuous location on the property if there is an inhabited dwelling on the property or construction of a dwelling has commenced. The notice of violation shall set forth a date certain when the fine will be imposed absent remediation of the violation. Where fines are imposed for continuing violations, no additional notice shall be required.
- 8.17 **Stop Work Order.** The Compliance Officer is authorized to issue a Stop Work Order where the landowner refuses to comply with these Rules and/or the continuing violation poses a health hazard or a material threat to the safety or functioning of the Sewer System.
- 8.18 **Delinquent Payments.** Pursuant to Idaho Code Section 42-3212(1) and not later than the first day of August, the Treasurer shall certify all delinquent fees, rates, tolls and charges to Bonner County's property tax collection authority.
- 8.19 **Appeal.** A Member shall have the right to appeal to the Board a decision of the Compliance Officer including a refusal to grant a permit and the imposition of fines and fees. The Board's decision is final. Further appeal shall be directed to the District Court.

Section IX: Board of Directors

9.1 Board Meetings.

- 9.1.1 **Regular Meetings.** As required under Idaho Code Section 42-3210, the Board shall meet monthly. So long as the Board meets at regularly scheduled intervals,

Pump Control Installation Costs.

Should the homeowner pay for wiring just to the control unit, or all the way to the septic pump? Note our current rules says “septic pump.”

- 5.1 **Cost of Repair and Replacement.** The District shall bear the cost of repair and replacement of the existing Residential Sewer System including a failed septic tank, pump and all sewer facilities from the septic tank to the Force Main or Branch Line. The District will also replace at its cost a failed pump controller with one meeting the latest RSR standards (see Section 9.04 of the RSRs). The Landowner is obligated to pay the cost for state inspected and District-approved electrical service **from the residential breaker panel to the newly-installed pump controller and septic pump**. The Landowner is also responsible for the repair and replacement of sewer system facilities upstream of the septic tank except for the pump controller unit itself.

William Berg

From: Brent Binnall <brent.binnall@gmail.com>
Sent: Monday, August 7, 2023 7:04 AM
To: William Berg
Cc: Rob Behrens; wsmibob
Subject: Re: Pump Control Install

Bill, Rob, Bob,

We had determined that the homeowner would be required to provide the necessary DEDICATED electrical power circuits (Not providing power to any other appliance or power demand) from the Power Distribution Panel (House Breaker Panel) to the new Control Panel location. *This would be State Inspected and therefore should be done as required by the State Electrical Code.*

The BBRWSD would be responsible to have the Conductors / Conduit from the new Control Panel location to the Pump Basin. Since this is considered a *New Installation* (not a sewer district maintenance action) it would require the work to be done by a State Licensed Electrician/Pump control contractor and fall under the State Electrical and Plumbing Code requirements.

It should be noted that *most* of the locations only have 1 circuit provided for the operation of the new Pump Control Panel which requires 2 Circuits with 'DEDICATED' breakers

Yes, the distances for the Conductors / Conduit from the new Control Panel location to the Pump Basin can be a fairly long distance.

I hope this helps clarify the issue.

Regards,

Brent

On Sat, Aug 5, 2023 at 9:34 AM William Berg <billb@bbsewer.org> wrote:

Rob & Brent: I'm working on the revised Operating Rules and noticed that the Rules say:

“The Landowner is obligated to pay the cost for state inspected and District-approved electrical service from the residential breaker panel to the newly-installed pump controller **and septic pump.** “

I think I said in the newsletter that the homeowner only paid from the breaker panel to the control unit and we paid from the control unit to the septic pump. This could be a costly difference if the control unit is a distance from the pump because the line has to be buried.

So what do you guys think? Should we stick with our rule as written or change the rule to say the District pays for wiring between the control unit and the septic pump?

BILL BERG

President, Board Chair