

OFFICIAL MINUTES
Regular Meeting
HAYDEN AREA REGIONAL SEWER BOARD
February 19, 2026

The Regular meeting of the Hayden Area Regional Sewer Board (HARSB) was held on February 19, 2026, in the Hayden Area Regional Sewer Board Administration Building at 10789 N. Atlas Road, Hayden, Idaho.

The meeting was called to order by Leslie Duncan, Chairman at 3:00 p.m...

Roll Call was then taken:

City of Hayden (City)- Matt Roetter- yes

Hayden Lake Sewer District (HLSD)- Barb Neal- yes

Kootenai County (County)- Commissioner Leslie Duncan- yes

Consent Calendar

Barb Neal asked for the minutes of January 15, 2026, to be removed from the Consent calendar for discussion and correction.

It was moved by Matt Roetter, and seconded by Barb Neal, to approve the Consent Calendar: Approval of January 20, 2026, Special Meeting Minutes; Approval of January 30, 2026, Special Meeting Minutes; January General & Construction Financial Reports; Approval of Bills General & Construction, Replacement.

Roll call vote taken:

City of Hayden (City)- Matt Roetter- yes

Hayden Lake Sewer District (HLSD)- Barb Neal - yes

Kootenai County (County)- Commissioner Leslie Duncan- yes

Motion Carried.

January 15, 2026, Regular Meeting Minutes Board Discussion

Barb Neal asked for correction on page 4, second paragraph first sentence to read "Board discussion occurred regarding the need for this project, and whether it is an expansion project."

It was moved by Barb Neal, and seconded by Matt Roetter, to approve the minutes as corrected, see above correction.

Roll call vote taken:

City of Hayden (City)- Matt Roetter- yes

Hayden Lake Sewer District (HLSD)- Barb Neal - yes

Kootenai County (County)- Commissioner Leslie Duncan- yes

Motion Carried.

Excerpt from Amended January 15, 2026, Regular Meeting Minutes. Board discussion occurred regarding the need for this project and whether it is an expansion project.

Administrative Reports

Ken Windram gave his administrative report, which is attached hereto.

Ken Windram informed the Board that we lost the boilers for about 36 hours; it is fixed and the floors are back up to temperature, but Ed Depriest and staff had some calls about the ammonia odor.

Ken Windram discussed the denitrification issue occurring during the winter months, and he indicated that HARSB is working with Dr. Coats and his five graduate students (University of Idaho).

Board Questions occurred regarding flows, infiltration, and limiting factors of the facility. Ken Windram will talk with Idaho Department of Environmental Quality regarding whether they have a requirement for the facility capacity to be brought up to the same rating designation throughout the facility.

City of Hayden requested that when the City pumps Districts flow it is noted in the flow reports, so it explains the higher City flow number and that the City did provide that service.

Ken Windram gave Brock Morrow's chief operator's report, which is attached hereto.

Entity Reports

City of Hayden – City of Hayden has requested a mini proposal from two firms for CEI and are moving forward with Welch Comer for Honeysuckle/Ramsey Roundabout.

Hayden Lake Sewer District (HLSD) – The marina expansion will be presented to the HLSD Board. The marina is currently on their system and may require upgrades depending upon what HARSB Board decides.

Kootenai County – no report

Approval of Memorandum of Understanding Honeysuckle/Ramsey Intersection with City of Hayden

Michael Schmidt discussed the changes to the Memorandum of Understanding, see enclosed updated memorandum. Danielle Quade discussed that Mobilization and Traffic control are part of the contract and will not be part of HARSB responsibility, see section change III A.2.b.

Discussion occurred and the following information was discussed and decided upon:

- 2.b. would be Mobilization and Traffic Control, All Numbers III. A. 3-7 will move down one number... i.e., 4 to 3.
- in III.A.1. and III.B.5 change sections listed from III.A.4 to III.A.3,
- III.A.2.a. Project Description: Honeysuckle Avenue Ramsey Road Force Main Replacement, November 2018, attach as Exhibit A
- Dollar Amount of Project, Contingencies, and whether a Special Meeting may need to be called if bids do not come in within parameters.
- III.A.2. add date of February 27, 2026

It was moved by Matt Roetter, and seconded by Barb Neal, to approve memorandum of understanding between City of Hayden and HARSB, with changes based on:

- 2.b. would be Mobilization and Traffic Control, All Numbers III. A. 3-7 will move down one number... i.e., 4 to 3.

- in III.A.1. change sections listed from III.A.4 to III.A.3,
- III.A.2.a. Project Description: Honeysuckle Avenue Ramsey Road Force Main Replacement, November 2018, attach as Exhibit A
- Change dollar amount to \$725,000.
- III.B.5 change sections listed from III.A.4 to III.A.3
- III.A.2. add date of February 27, 2026

Roll call vote taken:

City of Hayden- Matt Roetter- yes

Hayden Lake Sewer District- Barb Neal- yes

Kootenai County- Commissioner Leslie Duncan- yes

Motion Carried.

Update on City H6 Lift Station and Force main construction, with Update on HARSB 15” Replacement Line

Alan Soderling described that the project is effectively completed from the construction standpoint, see enclosed board packet. City of Hayden is still waiting for final engineering numbers since J-U-B Engineering is still working on the record drawings and the O & M package. A Board Question arose as to when the funds not used would be returned and whether interest would be included with the returned funds.

Update on Effluent Pump Station and Chlorine Contact Tanks

Ken Windram discussed the updated information of the effluent pump station; we are waiting on Weholite pricing on the tanks and transportation costs. J-U-B engineering is about finished with the hydraulic grade levels and is working on the pump station piping and pumps. JTL, mechanical engineer, has information available for the 30% design. Strata Engineering is finished and their report is being reviewed by J-U-B. The March Board meeting is the anticipated date for the Preliminary engineering report. Board discussion occurred regarding the urgency of this station, especially with dissolution occurring and the need to upsize.

Update and Discussion on the Preliminary Engineering Report Land App Booster Pump Station

Ken Windram discussed the preliminary engineering design and that it was sent to Idaho Department of Environmental Quality (IDEQ) for approval, see enclosed information This will be in next years budget since it was not anticipated during the budget season, and the station must be done and functional prior to June.

Update on Outfall from Seltice to Spokane River

Ken Windram discussed that Welch Comer has finished the design and he is in the review process, see enclosed information. We are getting ready to send this to IDEQ for approval and looking at the Summer of 2027 construction time schedule.

Discussion and Decision on Boat Pump Out Station (reference RV Dumping Resolution)

Ken Windram discussed the issue with Boat Pump Out Station, see enclosed information. Lindsey Olmstead, Hayden Lake Marina discussed the need to have a pump out station for the boats and that boats do not have external ports like Recreational Vehicles to dump. Board discussion occurred: regarding what is currently being done with the boat wastewater, the effects of what can happen if chemicals enter the system, liability versus benefit to the facility, clear pipe to see what is being discharged at pump station. Benjamin Allen, HARSB Attorney, discussed Resolution 2021-6 Recreation Vehicle Dumping Resolution, and that it does not under Idaho Code cover boats. Ben would recommend that this topic is brought back to the March Board meeting, with an updated resolution, this would also allow time for a formal request with evidence that supports the boat pump out station position for anyone who wants to testify and provide evidence for consideration, alternatives, or procedural considerations. Board asked for a new resolution to be brought back with language that was discussed today and looks forward to a request from Hayden Lake Marina.

Approval to Open/Amend Budget and Sent Entities' Information for Approval

- a. **Effluent Pump Station and Chlorine Contact Tank (H3)**
- b. **Sleeve under I-90/Huetter**
- c. **Sleeve/Pipe in Huetter/Hayden Intersection**

Ken Windram asked for this to be tabled until next month's meeting for discussion once we have the 30% preliminary engineering numbers for the effluent pump station and chlorine contact tank. Board discussion occurred on the status of these projects.

Initial Budget 2026-2027 Presentation and Discussion, DRAFT ONLY, Still waiting for Info.

Ken Windram and Stephanie Oliver walked through the budget and requested any questions to be forwarded to staff. Board asked questions about the initial presentation of the draft budget.

Discussion/Update on PVC Litigation

Benjamin Allen updated the Board regarding the litigation notice HARSB received, see enclosed notice.

Discussion on Dissolution of Joint Powers Agreement- Mediation

Board discussion occurred on whether anyone had contacted Judge Stegner for further mediation.

Consider City of Hayden offer to purchase HARSB facilities Section VIII(c)(i) of the Fourth Amended Joint Powers Agreement

Michael Schmidt informed the Board that the district is working on a counter proposal. Board discussion occurred regarding the City of Haydens offer and expiration date.

It was moved by Matt Roetter, and seconded by Leslie Duncan, to accept the City of Hayden offer to purchase HARSB facilities section VIII (c)(i) of the fourth amended joint powers agreement.

Board discussion occurred regarding this issue.

Roll call vote taken:

City of Hayden- Matt Roetter- yes
Hayden Lake Sewer District- Barb Neal- no
Kootenai County- Commissioner Leslie Duncan- yes
Motion fails due to lack of unanimity.

Discussion and Decision on General Engineering Services RFP (Request For Proposal)

Ken Windram discussed that we would like to add a few more people to our approved engineering firms, so asks that we send out a request for proposals for general engineering firms.

It was moved by Matt Roetter, and seconded by Barb Neal, to provide an RFP for engineering services to HARSB.

Roll call vote taken:

City of Hayden- Matt Roetter- yes
Hayden Lake Sewer District- Barb Neal- yes
Kootenai County- Commissioner Leslie Duncan- yes

Motion Carried

Discussion and Decision on Sludge Hauling Contract

Ken Windram discussed that we are modifying our method of hauling biosolids to Ritzville, see enclosed contract. Ken discussed the new method on how we are getting the biosolids into the field. Benjamin Allen reviewed and updated the enclosed contract.

It was moved by Barb Neal, and seconded by Matt Roetter, to approve the Sludge Hauling Contract.

Roll call vote taken:

City of Hayden- Matt Roetter- yes
Hayden Lake Sewer District- Barb Neal- yes
Kootenai County- Commissioner Leslie Duncan- yes

Motion Carried

Approval of Memorandum of Understanding Honeysuckle/Ramsey Intersection with City of Hayden

Barb Neal asked about the contingency in the Honeysuckle Ramsey Intersection engineering estimate. Discussion occurred regarding contingency in the estimates given, and whether estimates have a standard contingency.

Adjourned meeting at 4:43 p.m...



Leslie Duncan, Chairman



Stephanie Oliver, Secretary