

OFFICIAL MINUTES
Regular Meeting
HAYDEN AREA REGIONAL SEWER BOARD
May 21, 2026

The Regular meeting of the Hayden Area Regional Sewer Board (HARSB) was held on May 21, 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 3:02 p.m...

Roll Call was then taken:

City of Hayden (City)- Ed DePriest- yes

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

Kootenai County (County)- Commissioner Leslie Duncan- via telephone- yes

Consent Calendar

It was moved by Barb Neal, and seconded by Ed DePriest, to approve the Consent Calendar: Approval of April 16, 2026, Regular Meeting Minutes; Approval of May 7, 2026, Special Meeting Minutes; April General & Construction Financial Reports; Approval of Bills General & Construction, Replacement; Ratification of Gold Seal Plumbing Invoice.

Roll call vote taken:

City of Hayden (City)- Ed DePriest- yes

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

Kootenai County (County)- Commissioner Leslie Duncan- yes

Motion Carried.

Administrative Reports

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

Ken corrected his report and said that the 40% flow back to the plant influent is an average, and that flow back has been as high as 60%. Currently, staff are trying to find ways to keep the solids from going over the Solids Contact Clarifier weir and back into the facility instead of leaving the plant via biosolids. Board discussion occurred regarding this issue.

Dustin Howe gave Brock Morrow's chief operator's report, which is attached hereto.

Entity Reports

City of Hayden – Alan reported that the Honeysuckle Ramsey Roundabout was awarded to La Riviere and will start mid-June.

Hayden Lake Sewer District (HLSD) – Barb reported that the Coopers Bay Lift Station is complete.

Kootenai County – no report.

Corrected RFQ Master List Approval due to Scribner Error: Approval for Master Agreements for Professional Services (no change): Stayton Engineering, Bernardo Wills, JTL

Ken Windram and Stephanie Oliver discussed the Scribner Error and the contracts signed as presented, see enclosed information.

It was moved by Barb Neal, and seconded by Ed DePriest, to approve the corrected RFQ Engineering Master List Approval due to Scribner Error and Approval for Master Agreements for Professional Services (no change): Stayton Engineering, Bernardo Wills, JTL Engineering.

Roll call vote taken:

City of Hayden (City)- Ed DePriest- yes

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

Kootenai County (County)- Commissioner Leslie Duncan- yes

Motion Carried.

Decision and Discussion on Master Agreements for Professional Services Agreement Negotiated Services: J-U-B Engineers Inc., Aqua Engineering, Welch Comer Engineers, GeoProfessional Innovation

Ken Windram asked the Board to approve the Master Agreement subject to any minor changes the Attorney may find, see enclosed agreements. Benjamin Allen discussed the changes and the information that the Engineering firms requested. Board discussion occurred regarding the presented contracts.

It was moved by Barb Neal, and seconded by Ed DePriest, to approve the Amended Master Agreements for Professional Services: J-U-B Engineering, Inc, Welch Comer Engineers, and GeoProfessional Innovation.

Roll call vote taken:

City of Hayden (City)- Ed DePriest- yes

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

Kootenai County (County)- Commissioner Leslie Duncan- yes

Motion Carried.

Board directed attorney to work with Aqua Engineering on Amended Master Agreement.

Update on Effluent Pump Station and Chlorine Contact Tanks, 30% Preliminary Engineering Report

Ken Windram made the presentation to Idaho Department of Environmental Quality and had no issues with the presented information, the 30% report is being held until the determination is made whether we move the facility to the West.

Discussion and Determination of J-U-B Engineering Contract Amendment #2

Ken Windram discussed the cost estimate from J-U-B Engineering to continue the design of the plant effluent pump station and moving to the west of the solar dryer. The district is not prepared to vote on this today.

Discussion and Determination on Strata Geo Evaluation on Moving Effluent Pump Station

This is subject to moving the effluent pump station to the West, we are in contact with J-U-B Engineering and Strata to determine the cost of their services.

Update on Land App Booster Pump Station

Ken Windram discussed that the pump station is working with the repairs, and that we are not moving forward at this time with the design beyond 30%. This design will be pushed off until at least the 2027-2028 Budget year.

Update on Outfall from Seltice to Spokane River

Ken Windram updated the Board on the status of the project and purchases made. Currently, the pipe has been delayed and will be shipped May 29th.

Discussion and Determination on Outfall Bidding and Construction Phase Task Order- Welch Comer

Ken Windram asked Board to approve Welch Comer task order, see enclosed task order.

It was moved by Barb Neal, and seconded by Ed DePriest, to approve the Welch Comer Task Order for the Outfall bidding and construction phase.

Roll call vote taken:

City of Hayden (City)- Ed DePriest- yes

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

Kootenai County (County)- Commissioner Leslie Duncan- yes

Motion Carried.

Approval of bid documents- Seltice Way to Spokane River

Ken Windram asked the Board to approve Welch Comer bid documents subject to the attorney's review, see enclosed bid documents.

It was moved by Barb Neal, and seconded by Ed DePriest, to approve Bid Documents for Seltice Way to Spokane River subject to HARSB Attorney review.

Roll call vote taken:

City of Hayden (City)- Ed DePriest- yes

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

Kootenai County (County)- Commissioner Leslie Duncan- yes

Motion Carried.

Discussion and Decision to Open/Amend Budget and Approval to Publish Public Hearing

a. Effluent Pump Station and Chlorine Contact Tank (H3)

b. Sleeve under I-90/Huetter

c. Sleeve/Pipe in Huetter/Hayden Intersection

Board discussion arose regarding opening budget and at this time it is delayed until next meeting. The Hayden Lake Sewer District Addendum was presented.

Discussion and Decision on Hayden/Huetter Intersection

Ken Windram talked about the intersection and that a private developer is putting this in. The City stated that the developer cannot move forward without putting in this intersection. Ken Windram discussed that he will get updated information on the pipe cost for the Board.

Surplus Resolution 2026-2 Lawn Mower and Gator

Ken Windram discussed the surplus of the lawn mower and gator, see enclosed information.

It was moved by Ed DePriest, and seconded by Barb Neal, to approve Surplus Resolution 2026-2 for the Lawn Mower and Gator.

Roll call vote taken:

City of Hayden (City)- Ed DePriest- yes

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

Kootenai County (County)- Commissioner Leslie Duncan- yes

Motion Carried.

Updated Budget 2026-2027 Discussion Draft Only

Board discussion occurred on the proposed budget presented to the Board, see enclosed information.

Stephanie Oliver also gave a tentative payment schedule to go along with the 2026-2027 proposed budget.

Approval of Cintas Cooperative Acceptance Agreement (OMNIA)

Stephanie Oliver and Benjamin Allen discussed the Cintas Cooperative Agreement, see enclosed agreement. Board discussion occurred regarding the contract, cost, and setting up a separate account specifically for the rental agreement.

It was moved by Ed DePriest, and seconded by Barb Neal, to approve the Cintas Cooperative Acceptance Agreement (OMNIA).

Roll call vote taken:

City of Hayden (City)- Ed DePriest- yes

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

Kootenai County (County)- Commissioner Leslie Duncan- yes

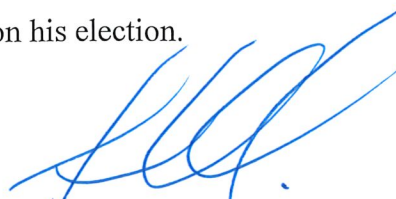
Motion Carried.

Leslie Duncan congratulated Benjamin Allen on his election.

Adjourned meeting at 3:58 p.m...



Leslie Duncan, Chairman



Stephanie Oliver, Secretary