

Corrected OFFICIAL MINUTES
Regular Meeting
HAYDEN AREA REGIONAL SEWER BOARD
November 20, 2025

The Regular meeting of the Hayden Area Regional Sewer Board (HARSB) was held on November 20, 2025, 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

AWARDS: 25 YEARS OF EMPLOYMENT- Brock Morrow (10/10) & Amber Hall (12/4)

Leslie Duncan expressed to both Brock and Amber appreciation from the Board for their 25 years of service and then presented them with plaques and cards. Board members expressed their appreciation to Brock and Amber as well.

Consent Calendar

It was moved by Barb Neal, and seconded by Matt Roetter, to approve the Consent Calendar as stated: Approval of October 16, 2025, Regular Meeting Minutes; Approval of October 22, 2025, Special Meeting Minutes; Approval of October 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.

Administrative Reports

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

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

Staff have been tearing apart the Reuse Turbine #1 in the last couple of days.

First of February we will be able to swap to the Rare Earth material. The 1st week of December we will have another rare earth vendor onsite to do testing.

Entity Reports

City of Hayden – Honeysuckle and Ramsey intersection is looking at possibly being bid Summer 2026 if everything goes well.

Hayden Lake Sewer District (HLSD) – Coopers Bay lift station has a pump that has been replaced and is working well.

Kootenai County – none

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

Alan Soderling discussed the status of the H6 lift station and HARSB replacement line. H6 Lift Station is still in startup mode. We will hopefully be online within a couple of weeks. The Force main is completed with some valves/valves risers that need to be adjusted for ease of operation.

City of Hayden Treatment Plant Capacity Technical Memo with Discussion/Decision

Alan Soderling discussed the technical memo, see enclosed memo. Alan Soderling went back to look at the existing capacity for the facility in light of what capacity exists today for the facility. With dissolution we probably won't have what we think we have with the splitting of the facility. If we want all wastewater units to have the 172.5 capacity, we will have to build the capacity. Board discussion occurred regarding this information and what the technical memo means. The difference is the average daily flow versus peak flow capacity, versus the paper accounting versus actual capacity available. This capacity needs to be addressed going into the dissolution, especially with the limiting factor of the H3 system. The City of Hayden will not be willing to take on this issue with 172.5 unless we build to cover its capacity to cover the paper documents. The city engineers are willing to meet with the entity engineers regarding this issue. The Hayden Lake Sewer District wants J-U-B engineering to do the analysis on the facility capacity. Jon Baune, J-U-B engineering, would be willing to meet with Ken Windram and Ashley Williams regarding setting up a scope of work to bring back to the facility; however, it might be beneficial to have Esvelt Engineering review the City of Hayden Technical Memo to see if they agree with the City of Hayden statements. Benjamin Allen also discussed the issue with capacity and how that will affect the dissolution process.

It was moved and amended by Leslie Duncan, and seconded by Barb Neal, to direct Ken to work with Ashley Williams and Esvelt Engineering to work with the City of Hayden for the review of the technical memo for a cost up to \$5,000.00.

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.

Update on Effluent Pump Station and Chlorine Contract Tanks

Ken Windram discussed the progress that has been made with the Effluent Pump Station Design and the cost of purchasing the airport property versus relocating it onto the HARSB property. Ken Windram presented a Power Point on the placement options for the effluent pump station, see enclosed Power Point Presentation.

Discussion/Decision on Airport Property Purchase for Effluent Pump Station

Ken Windram discussed the airport property purchase, see enclosed appraisal report.

It was moved by Barb Neal, and seconded by Matt Roetter, to not approve the purchase of the land, and change the location of the pump station to the middle design shown on the PowerPoint presentation.

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.

Update on Outfall from Seltice to Spokane River

Ken Windram discussed the progress that has been made with the Outfall from Seltice to the Spokane River, see update from Welch Comer. He also discussed the information received from ACI on the building out of the property and the retaining wall that is being put in.

Discussion and Update on Dissolution of JPA-Mediation Approval of Signature Resolution Documents and Arrangements

Benjamin Allen updated the Board on the mediation set for December 3rd, 2025 and the outline presented by Signature Resolution. Everything needs to be into the mediator by November 25th, 2025.

**We lost Audio on the Recording at this point **

It was moved by Matt Roetter, and seconded by Barb Neal, to accept the terms and conditions presented by Signature Resolutions and mediation confirmation letter is agreed upon.

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.

Benjamin Allen asked for an itemized list of the priorities from entities back in September so they could be combined and then it could be presented to the mediator, this has been missed by several weeks by two entities. The dissolution agreement and the intergovernmental agency was supposed to be a compromised set (record set) to give to the mediator and we thought this was set a couple of weeks ago; however, this week we received a new reline draft of those documents from the District's attorney. This changes the memo from the other entities, and now the attorneys need to figure out what to do. The County and City would like it to go back to the original document and have the red lines presented on the itemized issue list. Danielle Quade also requested an issues list from the other entities, the original list was requested by Benjamin Allen to be completed by October 9th, 2025. Matt Roetter requested that the public record request emailed to him from the Hayden Lake Sewer District stating they don't have a completed audit since 2016 be enclosed in the minutes, see enclosed email from Tina West, Administrator Hayden Lake Sewer District. Barb Neal informed the Board that this was due to the death of the previous administrator and hiring the current administrator, they should be current within

a couple of months. Barb Neal stated that the District's attorney has authority to move forward with an emergency attorney meeting.

Approval of Stantec Design Proposal for Booster Pump Replacement Design

Ken Windram discussed the need for a replacement booster pump station, see enclosed Stantec design proposal. Ken is looking for approval for the preliminary engineering report. Since we added the South Pivot several years ago, we do not have enough water with the current system. These funds would come from the O & M Consultants budget.

It was moved and amended by Matt Roetter, and seconded by Barb Neal, to approve the Stantec design proposal for preliminary design engineering.

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.

Adjourned meeting at 4:33 p.m...



Leslie Duncan, Chairman



Stephanie Oliver, Secretary