

**Minutes of Meeting**  
**Hayden Area Regional Sewer Board (HARSB) – Joint Powers Agreement**  
**April 8, 2014**  
**1:00 p.m.**

The Kootenai County Board of Commissioners: Chairman Todd Tondee, Commissioner Dan Green and Commissioner Jai Nelson met to discuss the following agenda items. Also present were Airport Director Greg Delavan, Hayden Area Regional Sewer Board System Administrator Ken Windram, and Deputy Clerk Brandie Bradley.

**A. Call to Order:** Chairman Tondee called the meeting to order at 1:05 p.m.

**B. Introductions:** There were no introductions made.

**C. Changes to the Agenda:** There were no changes made to the agenda.

**D. Old Business:** There was no old business discussed.

**E. New Business:**

Commissioner Green gave a brief history on the Hayden Area Regional Sewer Board (HARSB). HARSB System Administrator Ken Windram advised that the Sewer Board was not following the Joint Powers Agreement, which prompted a review and revision of the agreement, as well as the current structure for calculating user fees. Commissioner Green explained that as HARSB and the Airport are reviewing sewer fees it was important to meet and align the way these fees are assessed.

Mr. Windram explained that the HARSB Board is exploring the option of converting equivalent residence units into waste water units. Each waste water unit is equivalent to 1,000 gallons. The average residence uses six (6) waste water units (6,000 gallons) per year; non-residence is three (3) waste water units (3,000 gallons) per year. HARSB is recommending that the minimum number of waste water units that can be purchased are three (3) units. If an entity exceeds the number of waste water units that they purchase they will be charged by the thousandths, with each thousandth being equal to one (1) waste water unit.

The Commissioners discussed with Mr. Windram the residence equivalents that are currently owned by the County, but are not being used. Mr. Windram explained that these would be converted to waste water units and that the County could pay a dry pipe fee to maintain these lines or they could be returned to HARSB. Chairman Tondee advised that HARSB may want to offer some kind of incentive to encourage the entities to return these units.

Airport Director Greg Delavan suggested charging for the actual amount of flow that is treated instead of the waste water units that are purchased. Mr. Delavan advised that the Airport uses approximately forty-four percent (44%) of the HARSB suggested average of 200 gallons per day. Mr. Delavan explained that a meter would need to be installed at the H-4 lift station to separate the amount of flow that comes from the Airport and from the City of Hayden, as both flow into this lift station for treatment. Mr. Delavan stated that currently the County is subsidizing the City of Hayden in the amount of \$10,000 per year, as the County does not charge the city for using the lift station.

Mr. Windram advised that he will discuss this option with the HARSB Board and will keep the Board of County Commissioners updated on any changes that are made. Mr. Windram also requested that the County notify him if they elect to assess fees for the use of the H-4 lift station.

- F. Staff Reports:** There were no staff reports.
- G. Public Comment:** This section is reserved for citizens wishing to address the Board regarding a County related issue. There was no public comment.

The meeting was adjourned at 1:57 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

TODD TONDEE, CHAIRMAN

BY: \_\_\_\_\_  
Brandie Bradley, Deputy Clerk

\_\_\_\_\_