

# Bayview Water & Sewer District

16401 E. Emerson Dr., Bayview, ID 83803  
Via Zoom Teleconference  
Meeting ID: 797 738 3830

## SPECIAL MEETING MINUTES

June 12, 2020

**Call to Order and Roll Call:** Chairman Calvin Nolan opened the meeting at 11:30 am and a roll call confirmed Larry Leake, Ted Bare, Colleen Dahlseid and Ali Spahn were also present.

**Others Present:** District treasurer Jessie Roe.

**Guests Present:** Members of the public.

### Agenda Items

1. Review the Idaho Department of Environmental Quality (IDEQ) loan application, vote to submit: Mr. Bare wanted to confirm whether listing JUB Engineers as the engineer would bind the District to their services in the future. Ms. Roe said she would email Charlie Parkins with IDEQ and verify that this would not occur. The Board directed staff to update the website with the final Water Facility Plan. Calvin Nolan voted to approve the submittal of the loan application followed by a second from Ms. Dahlseid. All were in favor, motion carried.
2. Adopt Resolution 2020-003; Authorization to Sign Loan Agreement and Documents: Ms. Dahlseid voted to authorize Chairman Nolan as the signer for the loan agreement and all documents pertaining to the loan, seconded by Ms. Spahn. All were in favor, motion carried.
3. Review and Approve the New Customer Service Policy, Financial Controls Policy and Governance Policy: After reviewing the documents and discussion all the documents were approved. Ms. Dahlseid motioned to approve the customer service policy, seconded by Mr. Bare. All were in favor motion carried. Ms. Dahlseid motioned to approve the financial control policy followed by a second from Ms. Spahn. All were in favor, motion carried. Ms. Spahn voted to approve the governance policy with an amendment to section C.3 to say "biennial election", followed by a second from Ms. Dahlseid. All were in favor, motion carried.
4. Formally Amend 2019-2020 Budget: Ms. Dahlseid presented the amended budget for the current fiscal year. After discussion Ms. Dahlseid motioned to approve the amended budget followed by a second from Ms. Spahn. All were in favor, motion carried. The Board directed staff to update the website with the amended budget.
5. Adopt Capital Improvement Plan: Ms. Dahlseid motioned to adopt the capital improvement plan as submitted followed by a second from Ms. Spahn. All were in favor, motion carried.

With no further business to discuss the special meeting was adjourned at 12:31 PM following a motion from Ms. Dahlseid, seconded by Ms. Spahn. All were in favor, motion carried.

Respectfully Submitted and Approved:

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Jessie Roe  
Administrative/Treasurer

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Calvin Nolan  
Chairman on the Board