

# Bayview Water & Sewer District

16401 E Emerson Dr., Bayview, ID 83803

&

Broadcasted over Zoom

## SPECIAL MEETING MINUTES

May 29, 2025 – 12:00 PM

**Call to Order and Roll Call:** Chairman Shon Luoma opened the meeting at 12:00 PM and a roll call confirmed, directors Ted Bare, Mark Lewis and Jeanna Hofmeister were also present.

**Others Present:** District treasurer Jessie Howard and District operator Bob Hansen.

**Guests Present:** No members of the public.

### Agenda Items

1. Equivalent Residential Unit (ERU); Sewer Connection – Violations & Multi-Family Dwellings:  
The Board discussed the need and feasibility for the District to, not only carryout inspections, but also maintain continual enforcement of their regulations. This employee/contractor would need to report their findings back to the office where proper enforcement steps can be taken. The District's existing operator contracts do no include these types of services and the Board will need to evaluate this. Part of this evaluation will be defining a new job description that will fulfill the needs of the District and its customers. Mr. Hansen expressed his concern around new rules and regulations and making them retroactive. There are a few cases that have involved legal ramifications and the Department of Environmental Quality (DEQ) have some regulations surrounding this as well. He urged the Board to seek legal input throughout the process. He also suggested that the Board research and review Bottle Bay's process in this matter, as they have really outlined how they are handling this type of issue. Ms. Hofmeister said she will look into this and bring some information back to the board for discussion and review. The Board decided to set regular monthly workshop meetings to keep this topic progressing. The next two meetings are set for June 12, 2025 at 10:00 am and July 10, 2025 at 10:00 AM. These meetings will focus around:
  - Personnel enforcement
  - Job description of operator
  - Research on other District's process; Bottle Bay
  - Violation repercussions
  - Fines & fees
  - Legal abilities and limitations
  - List of existing unauthorized connections
2. Update & Discussion - Letter to Lakes Highway District Regarding Abandonment to the Public Right of Way Located at the Northwest Corner of Schaeffer's First Addition: Ms. Hofmeister reported that she was able to speak with Lois Duncan at KEC, who is their easement specialist. Ms. Duncan indicated that KEC would be willing to allow shared use within their easement, provided a minimum distance of 7.5 feet is maintained between utilities. The District's engineers noted that the Idaho Department of Fish & Game (IDFG) has a strong working relationship with the District and had previously been willing to grant access for a 10" line during the originally proposed Water Improvement Project (WIP). This option may still be viable, with the understanding that the District would need to pay the current market value for the easement. Following discussion, the Board voted to withdraw the letter to the Lakes Highway District (LHD) based on the research presented by Ms. Hofmeister. Ms. Hofmeister motioned to draft a letter of

recission, and this was seconded by Mr. Luoma. All were in favor, motion carried. Mr. Luoma said he will draft a rescission letter.

3. Public Comment Period: None

With no further business to discuss the special meeting was adjourned at 12:56 PM following a motion from Ms. Hofmeister and seconded by Mr. Lewis. All were in favor, motion carried.

Respectfully Submitted and Approved:

---

Jessie Howard  
Administrative/Treasurer

---

Shon Luoma  
Chairperson of the Board