

Bayview Water & Sewer District
20298 E Perimeter Rd., Bayview, ID 83803

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Broadcasted over Zoom

SPECIAL MEETING MINUTES

October 29, 2025 – 6:00 PM

Call to Order and Roll Call: Madam Chairman Jeanna Hofmeister opened the meeting at 6:00 PM and a roll call confirmed Vice-Chair Mark Lewis and directors, Shon Luoma and Dan Tindall were also present.

Others Present: District treasurer Jessie Howard, District clerk Logan Todhunter and system operator Bob Hansen.

Guests Present: Members of the public.

Agenda Items

Public Hearing – Preliminary Budget for Fiscal Year 2025-2026: The public hearing was opened at 6:07 PM following a motion by Madam Chairman Hofmeister and a second by Mr. Luoma. Ms. Howard reviewed the budget line by line and explained all associated costs to the public. The floor was then opened for public comment. With no comments offered regarding the proposed budget, the public hearing was closed at 6:42 PM following a motion by Mr. Tindall and a second by Mr. Luoma. All were in favor; motion carried.

- 1.) Adopt Fiscal Year 2025-2026 Budget: The budget was approved following a motion from Mr. Lewis and seconded by Mr. Luoma. All were in favor, motion carried.
- 2.) Discuss Fines and Fees for Unauthorized Connection(s): Madam Chairman Hofmeister presented a list of fines, fees, and processes to the attending public (attached). She informed the public that inspections for unauthorized connections will begin in the spring of 2026, as the District will be coordinating a new contract with a system operator who will be present in the District on a more regular basis.
- 3.) Revising Sewer Ordinance 21-2 & Water Ordinance 24-1: Mr. Luoma motioned to adopt the language presented by Madam Chairwoman Hofmeister for the proposed fines, fees and violations for unauthorized connections. The motion was seconded by Mr. Lewis. All were in favor, motion carried.

With no further business to discuss, the special meeting was adjourned at 6:58 PM following a motion from Mr. Luoma and seconded by Mr. Tindall. All were in favor, motion carried.

Respectfully Submitted and Approved:

Jessie Howard
Administrative/Treasurer

Jeanna Hofmeister
Chair of the Board

Upon written notice of a violation, the Bayview Water & Sewer District shall assess an **immediate fine of \$1,000**. The property owner will have **10 business days** to correct the violation and must submit relevant documentation to the District office within that timeframe demonstrating corrective action.

- If the violation is **self-reported** and later confirmed upon inspection, the fine shall be reduced to **\$500**.
- If the violation remains uncorrected after 10 business days, **additional fines of \$200 per week** shall be assessed for each full seven-day period during which compliance is not achieved.
- **Unauthorized sewer connections**—including those made without an available ERU or proper permit—will result in a **\$5,000 fine per violation**.
- Failure to obtain a **Sewer Encroachment Permit** prior to construction or significant groundbreaking activity shall result in a **\$100 fine**.
- Failure to comply with a **Stop Work Order** issued by the District will result in a **\$1,000 fine**.
- Continued noncompliance may result in **criminal and civil charges, additional penalties, and termination of water and/or sewer service**.