

RESOLUTION NO. 2026-001

A resolution of the Board of Directors of Bayview Water and Sewer District, Kootenai County, Idaho to designate a Supervising Elected Official(s) to have the responsibility and authority to manage the affairs and direct the employees of the District relating thereto.

WHEREAS, Bayview Water and Sewer District, Kootenai County, Idaho (the "District") is a duly and properly formed water district under and by virtue of the constitution and laws of the State of Idaho and governed by an elected Board of Directors (the "Board"); and

WHEREAS, the district has adopted a personnel manual for the district which became effective as of the 15th day of November 2016; and

WHEREAS, pursuant to the district personnel manual, the Board has authority and a duty to name the Board Member(s) who shall have the responsibility and the authority to manage the affairs and direct the employees of the Bayview Water and Sewer District consistent with all duly adopted policies; and

WHEREAS, the primary and significant purpose of this action is to ensure that the employees know whom they should report, address questions, get information, and from whom they shall receive the direction of the Board of Directors.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of Bayview Water and Sewer District as follows:

1. The board ratifies the prior decisions of Jeanna Hofmeister and Mark Lewis in regards to the affairs and duties under the personnel policy.
2. That Jeanna Hofmeister and Mark Lewis are hereby duly named, designated, and authorized to be the Supervising Elected Official(s) or "SEO" and shall have the responsibility and duty to manage the affairs and direct the employees consistent with the duly adopted District policies.

This Resolution shall become and is effective as of the date of its adoption.

DATED this ____ day of _____, 2026.

BAYVIEW WATER AND SEWER DISTRICT,
Kootenai County, Idaho

Jeanna Hofmeister, Chair of the Board

ATTEST:

District Administrative Treasurer

