



**BOISE WARM SPRINGS WATER DISTRICT**  
 2440 Old Penitentiary Road  
 Boise, Idaho 83712  
 208-342-3162

**Meeting Minutes**  
**Thursday, October 10, 2024**

**Meeting Called to Order at: 5:27 by Scott Peterson**

**ROLL CALL & ADOPTION OF AGENDA**

Name	Board/Employee/Guest	Present	Absent
S. Peterson	Chair	X	
	Vice Chairman	X	
S. Hatfield	Board Member	X	
B. Hirai	Board Member	X	
S. Sawyer	Board Member	X	
J. McCollum	Treasurer	X	
Pete Miranda		X	
Del Eytchison	Manager	X	
Scott Lewis	Assistant/Technician	X	
Shelley Franklin	Bookkeeper	X	
Lyndon Nguyen	Lawyer/Counsel		X
Bruce Smith	Counsel	X	
Andrew Kimmel	Engineer	X	
Ritch Noble	Guest	X	
Jordan Zwygart	Guest		X

**APPROVAL OF 08/09/2024 & 9/12/2024 MEETING MINUTES**

Board Member	Officer Position	Motion	Vote	Other
S. Peterson	Chair	1	Y / N / Abstain	
Pete Miranda		2	Y / N / Abstain	
S. Hatfield	Board Member		Y / N / Abstain	
B. Hirai	Board Member		Y / N / Abstain	
S. Sawyer	Board Member		Y / N / Abstain	
J. McCollum	Treasurer			

I. **FINANCIAL REPORTS – ACTION ITEM**

- a. Financial Summary
- b. Cash Flow Summary
- c. Balance Sheet
- d. YTD Budget Summary Sheet
- e. Previous Month's Transactions
- f. Current Month's Checks and Deposits
- g. Credit Card Statement
- h. Debit Card Transactions

**APPROVAL OF CURRENT MONTHS CHECKS – ACTION ITEM**

Board Member	Officer Position	Motion	Vote	Other
S. Peterson	Chair	1	Y / N / Abstain	
	Vice Chair		Y / N / Abstain	
S. Hatfield	Board Member	2	Y / N / Abstain	
B. Hirai	Board Member		Y / N / Abstain	
S. Sawyer	Board Member		Y / N / Abstain	Left @ 6.50
J. McCollum	Treasurer			

II. **MANAGER'S REPORT**

- a. Artesian Water
- b. Traffic Control
- c. Mainline Updates

III. **OLD AND NEW BUSINESS – ACTION ITEM**

- a. Audit Update
- b. Election of chair and vice chair
- c. Board compensation review
- d. Bank authorizations and controls
- e. Open meeting regulations review

**ADJOURN THE MEETING at 8:10 by Scott Peterson**

Board Member	Officer Position	Motion	Vote	Other
S. Peterson	Chair	1	Y / N / Abstain / Absent	
Peter Miranda			Y / N / Abstain / Absent	
S. Hatfield	Board Member	2	Y / N / Abstain / Absent	
B. Hirai	Board Member		Y / N / Abstain / Absent	
S. Sawyer	Board Member		Y / N / Abstain / Absent	
J. McCollum	Treasurer			

## Meeting Minutes:

- Andrew said that it was ok to pay Knife-River for their current payment application.
- Andrew's update: they are doing a pressure test in the alley on 10/11/2024. Knife-river will be at the pump house next week. Monday October 21<sup>st</sup> insertion pits in the park. They should be done by the end of the month. Andrew mentioned that 5% will be held until after the final inspection and the warranty is for one year and starts at the end of October 2024.
- Scott Peterson made a motion to approve the meeting minutes for 08/09 & 09/12 and it was 2<sup>nd</sup> by Pete.
- The motion to raise the board members' salary should be noted that it's for the 2024/2025 fiscal year.
- Scott asked Joe to move the money from the Connections accounts and put it into the LGIP account and close the Connections accounts.
- Scott will move the money from WaFed in December.
- Scott wants to close the Mainline account and the credit cards at ICCU.
- See if we can link Hooper Designs to the Website.
- Make sure Roy Johnson's reimbursement of \$921.14 is submitted to Knife River.
- Scott made a motion to approve the current checks to be paid, 2<sup>nd</sup> by Stephen.
- A rate increase of 3% for the patrons was discussed.
- Scott said it was appropriate to give Del and Scott a 5% salary increase.
- Scott wants to do an insurance review sometime in Dec-January
- Del brought up that one of the patrons had already voiced his concerns about the district going to meters.
- Del discussed the backflow issue and if we should do anything with it?
- Ritchard Noble asked about replacing the pipe in the hollow. It was mentioned that the patrons need to contribute ½ and BWSWD would contribute the other ½
- We asked Ritchard to prioritize a list of what needs to be replaced.