

**GREENFERRY WATER AND SEWER DISTRICT
MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING
January 15, 2024 4:00 PM, at the District Office and Via Zoom**

Chairperson Carol Rassier opened the meeting at 4:08 pm.

Additional Board in Attendance:

Vice Chairman, Dr. Bob Stiger
Secretary/Treasurer, Ron Utz
Member, Rex Grace (Via Zoom)
Member Susan Sloyka

Staff in Attendance:

Manager, John Austin
Accountant, Debbie Swensen
Engineer, Roger Glessner
Operator, Bob Kuchenski
Operator, Ian Kuchenski (Via Zoom)

Guests in Attendance:

Sarah Loader
Mike Reynolds
Kody Walker - Boise State University (Via Zoom)

CONSENT AGENDA

Vice Chairman Dr. Stiger made a motion to approve the Consent Agenda. Mr. Utz seconded it. Discussion ensued on the following issues:

- Water Operator Report, including New Business #1:

NEW BUSINESS

Mr. Bob Kuchenski introduced Mr. Walker from BSU and his Capstone Security Proposal, in which a team of BSU students do a cyber risk assessment for our facilities. It is in two 7-week phases and it is a cost-free program to the District. Mr. Grace asked about the sensitive information that could be divulged and how that was made secure with the team. Mr. Walker said the BSU students are screened for security purposes and the final report that is available for public review will have the secure areas removed. Those areas will be provided to the Board in Executive Session. Dr. Stiger asked about other elements of the project, again focusing on ensuring that the secure areas are addressed adequately. The Board then approved the program, following a motion by Mr. Grace and second by Mr. Utz. The motion passed unanimously.

CONSENT AGENDA (continued)

- Engineers Report
- Financial Report, Invoice and Delinquent List Approval

- Approval of the Meeting Minutes of the December 20 and 28, 2023 meetings
- Action List – Projects/Issues and Timelines For Action

The Board then took the following action:

Action: Mr. Ian Kuchenski will be the Project Manager on the Capstone Security Project

Due Date: January 15, 2024

Action: Mr. Glessner recommended when new motor is installed to also install a monitoring tube and upgrade the VFDs. A motion was made by Vice Chairman Stiger to install tube seconded by Ms. Sloyka.

Due Date: February 19, 2024

Action: The Board allowed a grace period for Delinquent List turn offs due to the extreme cold weather until January 31, 2024

Due Date: January 31, 2024

Action: Chairperson Rassier wants a facility report done on all new component upgrades for Pump House. Report to be added to the Action List

Due Date: February 19, 2024

The Consent Agenda was then approved unanimously.

OLD BUSINESS

Ms. Loader then provided the Community Advisory/Action Committee Report. She stated the SWEP grant is complete after working with Mr. Glessner and his staff. Mr. Austin stated he has the grant ready to submit, upon the Board's concurrence. He also thanked Ms. Loader, Mr. Tanner and all the members of the Advisory Committee, as well as Mr. Glessner and his staff for their work. Dr. Stiger made a motion, seconded by Ms. Sloyka, to submit the grant as presented. The motion passed unanimously.

Action: Mr. Austin will submit the grant to Department of Reclamation.

Due Date: January 15, 2024

Mr. Austin discussed the easement issue with the neighbor west of the well house property. Legal counsel has advised that any changes to the agreement will need to be bilateral. The Board discussed the changes they'd like, including limiting access to only the neighbor and only during business hours when District personnel are on site.

Action: Mr. Austin will work with legal counsel on the easement agreement changes.

Due Date: February 19, 2024

The Board heard from Mr. Glessner on the Well #2 Update. He will prepare a report after meeting with staff and Dr. Stiger and Mr. Grace on the elements of the project, including ordering the new pumps, returning the VFDs and getting new ones to handle

that size pump and any other costs to install. Mr. Reynolds stated he has issues with the pumps upsizing, and recommended to limit the VFD output to or around 100hp, even if pumps larger than 100hp are installed.

Action: Mr. Glessner will prepare a report on the Well #2 pump and VFD replacements, to upsize the VFD to 125hp to facilitate full load operation of the purposed 100hp pump.

Due Date: January 22, 2024

Mr. Ian Kuchenski gave an update on the fence, with work having begun by the contractor. Mr. Austin noted the grant had been extended to complete the project.

Mr. Austin discussed the office remodel and a quote to finish the drywall for \$5,000. He noted moving the electrical outlets and other issues would increase the cost, and he would report that upon receiving the quote from the electrical contractor. Mr. Austin noted that a preliminary inspection showed the need to replace the thermostat and the wall heaters and that would be included in the new quote. The Board approved the additional \$5,000 to finish the project and directed staff to get a quote on the electrical costs.

Action: Mr. Austin will get a quote on the electrical work and submit it to the Board

Due Date: January 29, 2024

NEW BUSINESS

Chairperson Rassier introduced a recommendation to raise the monthly Board compensation from \$100 to the Idaho Code limit of \$150 per meeting. The Board discussed the issue, including the timing with the property tax proposal. After discussion, the Board approved a motion by Mr. Grace, seconded by Mr. Utz, to raise the monthly Board compensation to \$150 per meeting. The motion passed 3-2, with Dr. Stiger and Ms. Sloyka voting nay.

ADJOURN

With no further business to come before the Board, the meeting adjourned at 6:25 pm.

Carol Rassier, Chairperson

John F. Austin, Manager

1/15/24 Greenferry Water System Report

A. Water Production/Consumption update.

2,076,000 gallons produced by the wells during December. This works out to 67,000 gallons per day or 171 gallons per day, per customer. (392 connections).

2,546,000 gallons produced by the wells during December last year. This works out to 82,000 gallons per day or 209 gallons per day, per customer. (393 connections).

2,890,000 gallons produced by the wells during December 2 years ago.* This works out to 93,000 gallons per day or 237 gallons per day, per customer. (392 connections).*The well 2 water meter failed on December 22nd. The remainder of the month is an estimate for well 2.

2,068,000 gallons produced by the wells during December 3 years ago. This works out to 67,000 gallons per day or 191 gallons per day, per customer (350 connections).

2,426,000 gallons produced by the wells during December 4 years ago. This works out to 78,000 gallons per day or 223 gallons per day, per customer. (350 connections)

2,768,000 gallons produced by the wells during December 5 years ago. This works out to 89,000 gallons per day or 260 gallons per day, per customer. (342 connections)

B. General issues.

1. Boise State/CORE proposal, District security analysis (see attached letter).
2. Pump test update (main agenda).
3. SWEP update (main agenda).
4. Multiple touch read meter registers have died (on Muledeer/Cedar Creek) as well as multiple old meters which can no longer be read. We have sent several to Metron-Farnier for warranty replacement. Rather than replace these with standard touch pad meter registers, we are hoping for a quote to replace them with the new cellular read meter registers. The cost would be \$275 per register.

Greenferry Water and Sewer District

January 2024 Engineers Report

Terraces / Greenferry Bypass Project

I talked to Van Hegbloom, project manager for Lariviere. I reminded him that the District had approved the construction of the project and final payment but we are still waiting for LaRiviere to provide a warranty bond. He said he did not handle the warranty bonds and would check into it. At the time of this report I did not receive a warranty bond for the terraces/greenferry bypass project.

Well House Expansion

There was no action taken by the Board on this project. I will be providing a construction plan set for the building improvements only so the District can solicit cost estimates. I expect to have this before the end of January.

Well 2 new pump and flow testing

I have gone through the specifications for the variable frequency drives, VFD's, the district already has and found them to not fit our application. I have consulted Bigfoot, Rcworst and others and we have picked new vfd's to purchase. Bigfoot went back to the supplier, and they are willing to allow the return of the vfd's with the purchase of new ones. I have attached an invoice from Bigfoot for these. I recommend the District purchase the new vfd.

We have also been working through sizing the best pump curve and motor for the application. We have settled on two different pump manufacturers. Gould & National. Both are good companies and provide good pumps. The national pump will deliver a little more water than the Gould with the same hp motor. I have asked Rcworst to check on the cost difference and lead time and get back to me so we can decide and purchase the pump. We are expecting this information this week.

Gould pump: 827 gpm

National pump: 865 gpm

It's worth checking for the 38 gpm difference.

SWEP Application

We have been working hard on the application and after several collective reviews and meetings we believe the application is complete. I want to thank everyone for their time and input to get this completed.