

GREENFERRY WATER AND SEWER DISTRICT
MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS
October 11, 2021, 10:00 AM, Via Zoom

CALL TO ORDER AND ROLL CALL

Chairman Stephen Tanner opened the meeting via Zoom at 10:05 am. A roll call confirmed Vice Chairman Carol Rassier, Rex Grace, Bob Stiger and Secretary Treasurer Ron Utz were also present in the office. Staff present were John Austin, Manager (via Zoom), Debbie Swenson, Accountant, Bob and Ian Kuchenski, Water Operators and Roger Glessner, Engineer in the office.

NEW BUSINESS

Next, the Board discussed the American Public Recovery Plan and the possibility of having shovel-ready projects for submittal for the grant funding. Mr. Austin stated he had discussed the criteria for the grant with the Kootenai County Finance Director, Dena Darrow and met with Nancy Mabile at the Panhandle Area Council (PAC) about assisting with the project. Ms. Mabile said she could assist, at PAC's rate of \$100 per hour. Mr. Utz noted that would cover 100 hours under the \$10,000 previously approved by the Board. Mr. Austin stated most of the cost would be for administration, since the funds are federal and passed through to Kootenai County. He noted there is \$32 million available for all requests in the County. Ms. Mabile suggested a project already to go, which could include the following projects:

1. Full system generator project:
 - Generators at the Well House and Both Booster Stations
 - Kootenai Electric Cooperative (KEC) Power Upgrade
 - Bigfoot Variable Frequency Drives (VFDs) and Controls
 - Pump House Expansion
2. Greenferry Terrace and Bypass Project

Mr. Glessner then discussed the projects and their estimated costs. The generators are estimated at \$190,000 for the wells and \$52,000 for each of the booster stations. Mr. Austin suggested that the cost of the well house expansion be included and the Board agreed. Mr. Glessner said he can provide an estimate of the cost of the expansion. Mr. Austin also recommended including the cost of the power upgrade from KEC (\$17,500) and the Bigfoot costs for the VFDs and controls (\$54,000). Dr. Stiger then amended his original motion on the grant services to include the expansion of the well house. Mr. Grace amended his second to the original motion and it was approved unanimously.

The Board then discussed the Greenferry Terrace and Bypass project, since those have been bid and are ready to go. Ms. Rassier then made a motion, seconded by Mr. Grace, to include the projects in the grant proposal as a separate project, and the motion passed unanimously.

Action:

1. Mr. Austin will arrange a meeting with Ms. Mabile, Mr. Glessner and Dr. Stiger to determine the process for the grant submittal of the two projects to the County.
2. Mr. Glessner will provide an estimate of the cost of the well house expansion to include in the grant application. He will also provide narratives to Ms. Mabile on the projects.

The Board then discussed the issue of the two hookups on Driftwood, for Mr. Tuntland and the Reillys. Mr. Austin stated the Post Falls Highway District has a new policy on road cuts, requiring a bond, cut fee and cost of the pavement (\$2,500). He said another of his clients, the Lakes Highway District, has a Memorandum of Understanding (MOU) with a water district in their boundary that does not require a bond on every project, but instead a 3-year warranty on any cuts and replacement pavement.

He said both accounts had submitted checks for \$2,500 to cover that but he would work to get that waived by the PFHD, with the MOU prepared for that purpose. Mr. Bob Kuchenski said the cost of the cut into the road is not covered by the District's application fee of \$12,150, which covers just the capitalization fee and meter box and meter. Mr. Austin said the residents would not be pleased to be made aware of the fee now, some months after paying the original fee. Mr. Grace suggested the Connection Policy be reviewed, as well as the application form and amended as necessary to ensure residents are informed of the potential costs.

Action:

1. Mr. Austin will contact the Tuntlands and Reillys about the additional costs to be incurred in order to proceed with the meter install scheduled this week.
2. Mr. Austin will prepare an MOU and update the Water Hookup Application form, which will include the Connection Policy, from the Greenferry Policy and Procedures, for the Board to approve at their meeting on October 18, 2021.

Following the meeting, Mr. Glessner scheduled a tour with the Board of the new booster stations.

ADJOURN

With no further business to come before the Board, the meeting adjourned at 11:55 am, following a motion by Vice Chairman Rassier and second by Mr. Grace.

Respectfully Submitted,

Stephen Tanner, Chairman

John Austin, Manager, Debbie Swenson, Accountant