

**GREENFERRY WATER AND SEWER DISTRICT  
MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING**

**October 18, 2021, 4:00 pm, via Zoom and at the Greenferry Office, Coeur d'Alene, Idaho**

**CONVENE MEETING AND ROLL CALL**

Chairman Stephen Tanner opened the meeting via Zoom at 4:00 pm. A roll call confirmed Vice Chairman Carol Rassier, Bob Stiger, Rex Grace and Secretary Treasurer Ron Utz were also present. Staff present was John Austin and Debbie Swenson, Practical Accounting Solution Accountants at their office via Zoom, and Roger Glessner, District Engineer, Bob and Ian Kuchenski, Water Operator, Integrity Water Management via Zoom. Guest was Jamie Howard, Avista Utilities, James Siebe, Kelly Vuong, Sarah Loader, Debbie Land and Janice Burris.

**PUBLIC COMMENTS**

Next, the Board heard from Ms. Land on the \$15.00/month Standby Fee for being within 300 feet of a fire hydrant. Mr. Utz noted that Ms. Land can contact her insurance agent about the existence of the hydrant so she can request a credit for it. She said she'd use the option of not paying the fee and having it certified on her taxes via Board action in July. Dr. Stiger stated residents should be notified if they're just now getting bills after not receiving a notice first.

**Action:** Ms. Swenson will notify residents of fee changes prior to billing and will provide the District Policy on the Standby Fee to Ms. Land plus inform her of the Idaho Supreme Court action authorizing the fee.

Next, the Board heard from Mr. Howard about the use of natural gas for the backup generators. Vice Chairman Rassier asked if there's a gas leak if that would be a priority and he said yes. She also asked how was Avista notified of gas leaks and Mr. Howard stated generality it was via customer phone calls.

Next, Mr. Austin stated there's four homeowners wanting to annex off of Crystal Bay Road and Ms. Vuong and Mr. Siebe are available to speak on their behalf. Mr. Siebe said they're in agreement to enter into an annexation agreement for water services on Gull Harbor Road. He stated he's informed the property owners that there's no capacity at this time and they understand that would be a part of their agreement. He said they've also been informed that there would be a deposit required upfront and they agreed. Mr. Siebe said he'd bring an annexation agreement to a future meeting for the Board to review.

**OLD BUSINESS**

Next, the Board reviewed the revised minutes of the meeting of September 20 and 27, 2021 and October 11, 2021 meetings, which were approved following a motion by Vice Chairman Rassier and second by Dr. Stiger.

Next, the Board heard from Mr. Bob Kuchenski on the Water Operator Report and the water usage over the last six years.

Next, the Board heard from Ms. Swanson on the Financial Report, Invoice Approval List and Delinquent List. The Board then heard from Mr. Austin on the transfer of funds, which were authorized in the amount of \$39,305.19, following a motion by Mr. Utz and second by Ms. Rassier. Mr. Utz then made a motion, seconded by Dr. Stiger to approve the Report and Lists.

The Board then discussed the Well #3 project and the need to complete the pump tests before the river level drops.

**Action:** The Board authorized Mr. Glessner to have R.C. Worst or another contractor complete the pumping to run from the wells to the river, including preparing a traffic plan and getting an easement from the neighbors to the river. He said one pump can keep the reservoirs filled while the other pump supplies flow to the river.

## **NEW BUSINESS:**

Next, the Board heard from Mr. Austin about the progress of the American Recovery Plan Act (ARPA) grant submittal. He presented two proposals, one for the backup generators and one for the Greenferry Terrace/Bypass project. He said Nancy Mabile has started a draft and will be completing the process by October 31, 2021, at which time the Board can review the proposals.

**Action:** The Board will review the ARPA grant before submittal.

The Board then discussed the preliminary budget for FY 2021-22. Dr. Stiger then made a motion (seconded by Vice Chairman Rassier) to approve the budget and set a public hearing for November 15, 2021. The motion passed unanimously.

**Action:** Mr. Austin will submit the budget to the Coeur d'Alene Press for publication setting the public hearing for November 15, 2021.

Ms. Loader then discussed the appropriateness of assessing the people within 300 feet of a hydrant. She stated everyone in the District receives some benefit and it would be appropriate to assess residents beyond the 300 feet.

The Board then discussed a tour of the facilities and Mr. Glessner said he'd arrange that at the Board's discretion. He noted that the Recharge Reservoir needs a lock on the lid and gate.

## **ADJOURN**

With no more business to come before the Board, Mr. Utz motioned to adjourn the meeting. Dr. Stiger seconded it and the meeting adjourned at 6:06 pm.

Respectfully Submitted,

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Stephen Tanner, Chairman

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John Austin, Manager/Debbie Swenson, Accountant

# 10/18/21 Greenferry Water System Report

## A. Water Production/Consumption update.

10,180,000 gallons produced by the wells during September. 7,641,000 gallons registered through customer meters. This works out to 246,000 gallons per day or 629 gallons per day, per customer. This equals 25% unaccounted for water lost or 2,539,000 gallons. (392 connections).

11,388,000 gallons produced by the wells during September last year. 9,297,000 gallons registered through customer meters. This works out to 310,000 gallons per day or 886 gallons per day, per customer. This equals 18% unaccounted for water lost or 2,091,000 gallons. (350 connections)

7,577,000 gallons produced by the wells during September 2 years ago. 5,603,000 gallons registered through customer meters. This works out to 261,000 gallons per day or 759 gallons per day, per customer This equals 26% unaccounted for water lost or 1,974,000 gallons. The Riverview Heights project continues to account for a portion of the unaccounted for water lost through line flushing, etc. Multiple cars parked on meters. A few dead batteries in electronic read meters. (350 connections)

10,251,000 gallons produced by the wells during September 3 years ago. 7,881,000 gallons registered through customer meters. This works out to 254,000 gallons per day or 743 gallons per day, per customer. This equals 23% unaccounted for water lost or 2,370,000 gallons. (342 connections).

8,976,000 gallons produced by the wells during September 4 years ago. 7,912,000 gallons registered through customer meters. This works out to 293,000 gallons per day or 864 gallons per day, per customer. This equals 12% unaccounted for water lost or 1,064,000 gallons. Note that the Aspen Homes project caused line breaks and overflowing reservoirs during this time period. (339 connections)

## B. General issues.

1. Bella Ridge controls issues.
2. Update on Riverview Heights (Roger, Ian).
3. Upgrading Kootenai Electric service at well site & Bella Ridge.
4. Update on generator quotes & transfer switch availability (Roger).
5. Well #3 update (Ian/Roger/Ashley).
6. Highland tank replacement discussion.
7. Bayshore project update (main agenda).