

**GREENFERRY WATER AND SEWER DISTRICT  
MINUTES OF THE SPECIAL BOARD OF DIRECTORS MEETING  
November 1, 2022, 2:00 PM, via Zoom and at the Office**

**CALL TO ORDER:**

Chairman Stephen Tanner opened the meeting at 2:05 PM.

**Board Attendance:**

Chairman Tanner via at the Greenferry Office  
Vice Chairperson Carol Rassier via Zoom  
Secretary /Treasurer Ron Utz at the Greenferry Office  
Mr. Rex Grace via Zoom  
Dr. Robert Stiger via Zoom

**Staff Attendance:**

District Manager John Austin via Zoom  
District Water Operators Bob and Ian Kuchenski via Zoom  
District Accountant Debbie Swenson via Zoom  
District Engineer Roger Glessner at the Greenferry Office

**Guests in Attendance:**

No Guests

**NEW BUSINESS - Action Items**

Next, the Board heard from Mr. Glessner regarding Change Order 4 and Pay Request 5. Mr. Glessner stated Pay Request 5 is still under review and asked that it be on the agenda for the November 21, 2022 meeting. He stated Change Order 4 is for the asphalt extra charge to four inches of asphalt over six inches of gravel (from the bid specs of 2 inches over 4 inches) at \$20.00 per square foot. Mr. Glessner stated that this would not be implemented until next spring because LaRiviere did not complete the work on October 29, 2022. However, in the interim the Post Falls Highway District is requiring a cold patch on all road cuts, and then next spring LaRiviere would have to tear out and put in the correct road coverage. Chairman Tanner asked Mr. Glessner if any of the charges on LaRiviere's contract had not been approved and Mr. Glessner replied that there were several items taken out of LaRiviere's contract, (i.e. mailboxes they didn't have to move and meters that weren't installed). He said those items will help to offset the Change Orders approved by the Board. Additionally, the District is still waiting on the Post Falls Highway District to propose the Bond for the extended 3 year warranty on the road cuts. Chairman Tanner requested the Bond and Warranty be between LaRiviere and the Highway. A motion was made by Mr. Utz to approve Change Order 4 and was seconded by Vice Chairperson Rassier, with all Board members in favor.

**Action:** Chairman Tanner directed Staff to put Pay Request 5 on November 21, 2022 Agenda.

**Due Date:** November 21, 2022

Next, the Board heard from Chairman Tanner on the Source Water Protection Plan. Chairman Tanner and Mr. Austin have scheduled a meeting with Ms. Adrianna Cordoza, Idaho Rural Water Association for November 15, 2022 at 2:00 PM at the Greenferry Office to go over the Department of Environmental Quality's online Protection Plan. Chairman Tanner invited Ms. Jayne Morgan to be the representative for the Community.

**Action:** Chairman Tanner directed Staff to include the Source Water Protection Plan on the November 21, 2022 Agenda for an update on the meeting with Ms. Cordoza. **Due Date:** November 21, 2022

## **EXECUTIVE SESSION**

Pursuant to Idaho Code 74-206 (a) a motion to go into Executive Session was made by Dr. Stiger and seconded by Vice Chairperson Rassier at 2:39 PM. The Session was attended by the Board only.

### **Roll Call:**

Chairman Tanner, yes  
Vice Chairperson Rassier, yes  
Secretary/Treasurer Utz, yes  
Mr. Grace, yes  
Dr. Stiger, yes

The Board exited Executive Session at 3:32 PM, following a motion by Mr. Grace and second by Mr. Utz.

### **Roll Call:**

Chairman Tanner, yes  
Vice Chairperson Rassier, yes  
Secretary/Treasurer Utz, yes  
Mr. Grace, yes  
Dr. Stiger, yes

**Action:** The Board agreed to sign the contracts with the three contractors for Fiscal Year 2022-23, beginning December 1, 2022, including Integrity Water Management, Practical Accounting Solutions and Advanced Consulting and Engineering Solutions (ACE). The contracts will be on the agenda for Board review and the Chairman's signature at the November 21, 2022 meeting.

**Due Date:** November 21, 2022.

The Board also directed staff to include an action item for the May 2023 Board meeting to include an Executive Session to discuss sending out a Request for Proposal (RFP) for all three contracts. **Due Date:** May 15, 2023.

## **ADJOURN**

With no further business to come before the Board, Vice Chairperson Rassier motioned to adjourn the meeting, Mr. Utz seconded the motion and the meeting adjourned at 3:33 PM.

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Stephen Tanner, Chairman

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John Austin, Manager/Debbie Swenson, Accountant