

GREENFERRY WATER AND SEWER DISTRICT

MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING

November 15, 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 Chairperson 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 and Roger Glessner, District Engineer, Bob and Ian Kuchenski, Water Operator, Integrity Water Management. Guest was Tony Maston, CPA, Hayden Ross, Scott Samways, Alan Honer and Sarah Loader.

NEW BUSINESS

The Board heard from Mr. Matson on the FY 2019-2020 Audit. Mr. Maston stated that the District is caught up with Audits and can proceed with their timely completion in the future. He stated the District should have at least two months of operating expenses in the checking account. He said some of the Engineering Services that are coded as operating expenses could be capitalized if those costs are for services related to capital projects. The Capitalization Fee of \$15.00 a month can be used for capital expenses only, upon Board directive. Mr. Matson said he could present the FY 2020-21 Audit at the February 2022 Board meeting. Mr. Austin stated that the previous Audits are on Greenferry website under the Resources tab.

Action: Vice Chairperson Rassier requested getting three bids for Auditing Services and Mr. Utz is requesting a copy of the 2018-2019 Audit with schedules. Chairman Tanner directed Staff to post 2019-2020 Audit on Greenferry Website.

OLD BUSINESS

Next, the Board reviewed the minutes of the meeting of October 18, 2021 which were approved following a motion by Mr. Utz and second by Vice Chairperson Rassier.

Next, the Board heard from Mr. Bob Kuchenski on the Water Operator Report and the water usage over the last six years. Mr. Bob Kuchenski stated the importance of resolving the Bella Ridge Reservoir power issue. Mr. Ian Kuchenski reported that the Fence will not be able to go around the whole property because the road is too close. Mr. Utz motioned to accept the Operator Report and Mr. Grace second.

Action: Chairman Tanner directed Mr. Ian Kuchenski to get additional bids on the fence and put on December Board Agenda for update.

Next, the Board heard from Ms. Swenson on the Invoice Approval List and Delinquent List. The Board then heard from Mr. Austin on the American Recovery Plan Act (ARPA) Grant and the Financials. The ARPA Grant was submitted and is being considered. The Board should know if funds are approved by December 31, 2021. Mr. Utz motioned to accept the Financials and Lists and was second by Vice Chairperson Rassier.

PUBLIC HEARING – FY 2021 – 2022 PRELIMINARY BUDGET

Mr. Grace motioned to open the Public Hearing on Budget as published. The motion was seconded by Vice Chairperson Rassier. Discussion ensued, notably about the bond and capital line items. Mr. Austin noted the totals if the ARPA funds are awarded and the full \$1.8 million in bonds are utilized. Mr. Utz motioned to pass the FY 2021-2022 Budget. The motion was second by Vice Chairperson Rassier and it passed unanimously.

NEW BUSINESS

The Board then heard from Mr. Glessner on Well #1 and #2 pump tests. Mr. Glessner stated that parts are on order and waiting for their arrival and traffic plan in place. Scheduled time to test is between November 18th – November 20th. He will continue to monitor the river levels.

Mr. Glessner reported that the Sferra Septic Tank and drain field replacement is complete. Homeowners are satisfied with work; however, they would like additional grading done.

Action: Board directed Mr. Glessner to update Welch Comer Engineering on completion of Sferra Septic and drain field replacement.

The Board then discussed the Bella Ridge Reservoir Power Issue. Mr. Kuchenski reported that the electrical line has deteriorated and needs to be replaced. Currently, Mr. Ian Kuchenski is resetting manually. Mr. Glessner stated that there are two options to get electricity to site:

- Accessing Mr. Samways property, only about 950ft to site location
- Have Kootenai Electric Cooperative come off the road and up to site, about 1500ft.

PUBLIC COMMENTS

The Board then heard from Mr. Samways. Mr. Samways presented his proposal of using his property as access to get electricity to the Reservoir site and the unsatisfactory easement condition. Discussion ensued.

Action: Chairman Tanner requested that Mr. Samways proposal be emailed to all Board members and Mr. Bob and Ian Kuchenski. All review Mr. Samways proposal and then have a special meeting to determine the best option for getting electricity to Reservoir.

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,

Stephen Tanner, Chairman

John Austin, Manager/Debbie Swenson, Accountant

11/15/21 Greenferry Water System Report

A. Water Production/Consumption update.

5,434,000 gallons produced by the wells during October*. This works out to 175,000 gallons per day or 446 gallons per day, per customer. (392 connections).*Bella Ridge reservoir has been overflowing at times due to no automated controls.

2,994,000 gallons produced by the wells during October last year. This works out to 97,000 gallons per day or 262 gallons per day, per customer. (370 connections)

3,247,000 gallons produced by the wells during October 2 years ago. This works out to 105,000 gallons per day or 300 gallons per day, per customer. (350 connections)

3,600,000 gallons produced by the wells during October 3 years ago. This works out to 116,000 gallons per day or 340 gallons per day, per customer. (342 connections)

4,356,000 gallons produced by the wells during October 4 years ago. This works out to 141,000 gallons per day or 415 gallons per day, per customer. Note that the Aspen Homes project caused overflowing reservoirs during this time period. (339 connections)

B. General issues.

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