

GREENFERRY WATER AND SEWER DISTRICT

MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING

December 20, 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 (in the office), Bob Stiger, Rex Grace and Secretary Treasurer Ron Utz were also present via Zoom. Staff present was John Austin via Zoom and Debbie Swenson (office), Practical Accounting Solution Accountants and Roger Glessner, District Engineer, Bob and Ian Kuchenski, Water Operators, Integrity Water Management via Zoom. Guests were Scott Samways and Alan Honea in the office and Sarah Loader via Zoom. .

OLD BUSINESS

Next, the Board received an update from Ms. Williams about the Water Facility Plan and that she's had no comments from the Department of Environmental Quality (DEQ). Ms. Williams recommended that a phone call go to the Regional office as the lack of approval may hold us up to expand service. Ms. Williams also discussed the Well #3 project, which is pending the data from the pump testing. She said they're also awaiting approval of the drilling site from DEQ. Chairman Tanner said he can follow up on the issue. Mr. Glessner said the septic tank on the adjoining property has been completed so it's now outside of the 100-foot setback. Mr. Glessner said the well testing was working for about 7.5 hours, when there were system problems running both wells at the same time. Mr. Glessner said there were redundancies in the system that affected it. Ms. Williams asked for the data that was collected and he said he would provide it. Mr. Glessner will reschedule the tests when the weather and river levels allow it, likely in the spring.

Action: Chairman Tanner will contact DEQ on the Water Facility Plan, Mr. Glessner will provide the pump test data to Ms. Williams and he will schedule another pump test as conditions allow. Staff will ask Dan Sturges to attend the January meeting on the partial test results.

Next, the Board reviewed the minutes of the meeting of November 15, 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. Utz motioned to accept the Operator Report and Mr. Grace second.

Next, the Board heard from Mr. Samways on the Bella Ridge Reservoir power issue. He would like the utility easement to be improved by the District so he can have better and safer access to his property. Mr. Glessner noted the quote from Kootenai Electric Cooperative to run power to the reservoir is over \$61,000. Mr. Austin stated the Board should consider reviewing the Capital Improvement Plan. Chairman Tanner said the District should seek legal counsel on the issue.

Action: Staff will ask for legal guidance on any issues for using the easement on the Samways property, including safety issues and access. After findings, will inform Mr. Samways. Mr. Glessner has knowledge of easement and is to be included in communication.

Next, the Board heard from Mr. Austin 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. Mr. Utz motioned to accept the Financials and Lists and was seconded by Vice Chairperson Rassier. Motion passed unanimously.

Action: Staff was directed to transfer funds of at least \$21,350 from the Capital Reserve Fund to the General Fund to cover hookup fees received in November.

Next the Board heard from Ian Kuchenski regarding the Bella Ridge fence proposals. Two proposals, one from Idaho Fence and one from Master's Fence were both comparable in cost but Master's Fence had a 15-week wait. Mr. Grace motioned to accept proposal from Idaho Fence and Vice Chairperson Rassier seconded, with the fence installation due in March 2022.

Next on the agenda concerned the Thurston Easement Issue. Mr. Austin reported that he had not heard from Mr. Thurston. The Board requested a copy of the easement and Mr. Grace will provide that to Board, but commented that nothing will be done with the easement until the Spring. Chairman Tanner suggested this be brought up at another Board meeting

The Board heard from Mr. Austin on the audit proposals for the FY 2020-2021 Audit. He stated three firms expressed interest, but only Hayden Ross submitted. He recommended awarding the 3-year contract to Hayden Ross at \$6,900 per year. Mr. Utz asked if they would consider a one-year agreement and Mr. Austin said he could check with them.

Action: Vice Chairperson Rassier made a motion, seconded by Mr. Utz to accept the proposal from Hayden Ross for a 3-year contract at \$6,900 per year.

The Board then heard from Mr. Bob Kuchenski about ground penetrating equipment for locating utilities. The price of \$13,000 was discussed and its priority among other capital needs of the District. Chairman Tanner asked if Integrity Water Systems owned the equipment could they rent it back and Mr. Bob Kuchenski said that could be a possibility based on the amount and nature of the locates.

Action: The Board directed that the Kuchenskis bring a proposal back to the Board at their next meeting for proving locating services.

Next, the Board discussed the Riverview Heights water system and accepting it into the District. The discussion included a warranty bond for one year, for all of the system improvements.

Action: The Board authorized Mr. Glessner to get a memorandum to the Board on the acceptance of the system, contingent upon the developer providing a one-year warranty bond for the entire system, following a motion by Dr. Stiger and second by Mr. Grace.

Next, the Board discussed a request for annexation on Crystal Bay Road. Mr. Austin recommended a Memorandum of Understanding (MOU) between the parties to cover the costs and terms of the engineering and administration costs of the annexation. The Board approved bringing the MOU forward, following a motion by Mr. Grace and second by Dr. Stiger.

Action: Mr. Austin will bring an MOU to the Board for approval of determining the costs of annexing property off of Crystal Bay Road.

ADJOURN

With no more business to come before the Board, Vice Chairperson Carol Rassier motioned to adjourn the meeting. Dr. Stiger seconded it and the meeting adjourned at 7:53 pm.

Respectfully Submitted (after update on December 22, 2021)

Stephen Tanner, Chairman

John Austin, Manager/Debbie Swenson, Accountant

12/21 Greenferry Water System Report

A. Water Production/Consumption update.

3,543,000 gallons produced by the wells during November.* This works out to 122,000 gallons per day or 311 gallons per day, per customer. (392 connections).*Bella Ridge reservoir has been overflowing at times due to no automated controls.

2,280,000 gallons produced by the wells during November last year.* This works out to 76,000 gallons per day or 217 gallons per day, per customer (350 connections). *This is an estimate as the well meter registers had to be removed for painting the piping in the pump house. 26 of these connections are in Riverview Heights.

2,243,000 gallons produced by the wells during November 2 years ago. This works out to 75,000 gallons per day or 214 gallons per day, per customer. (350 connections)

2,377,000 gallons produced by the wells during November 3 years ago. This works out to 79,000 gallons per day or 231 gallons per day, per customer. (342 connections)

2,393,000 gallons produced by the wells during November 4 years ago. This works out to 80,000 gallons per day or 236 gallons per day, per customer. (339 connections)

2,466,000 gallons produced by the wells during November 5 years ago. This works out to 82,000 gallons per day or 245 gallons per day, per customer. (335 connections).

B. General issues.

1. Failed Well #2 flow meter.
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).