

**GREENFERRY WATER AND SEWER DISTRICT
MINUTES OF THE SPECIAL BOARD OF DIRECTORS MEETING
December 28, 2023 10:00 AM, at the District Office and Via Zoom**

Chairperson Carol Rassier opened the meeting at 10:08 am.

Additional Board in Attendance:

Secretary/Treasurer, Ron Utz

Member, Rex Grace

Member Susan Sloyka

Staff in Attendance:

Manager, John Austin

Engineer, Roger Glessner

Operator, Ian Kuchenski (Via Zoom)

Guests in Attendance:

Mike Reynolds, Steve Tanner

OLD BUSINESS

The Board heard from Mr. Glessner on the Well #2 Update. He noted he's waiting on the test data from Daniel Sturgis to confirm the appropriate pump size. He said in conversation with RC Worst and Empire that the 99.5 hp pump would produce around 880 gpm. By keeping the pump size at 100 hp, the District can utilize the existing VFDs for both well pumps. Mr. Reynolds noted the need to upsize to 400 amps from the current 200 amps, so both pumps could run at the same time. This is important in the event of a fire in the District. It was noted by Mr. Austin that this could possibly wait until the Well #1 pump is installed. The Board stated it would be better to include it now with the Well #2 pump install, so the wells could operate together. Mr. Glessner noted the 880 gpm would likely allow for up to 500 hookups, or an increase of 100. Mr. Austin asked if a large development came in, they would be required to install the Well #3 approved by DEQ and that in the meantime the extra hookups would serve the potential new properties in the Crystal Bay Road LID. After discussion, Rex made a motion to acquire a 100 hp pump for Well #2, pending the receipt of data from Daniel Sturgis. Mr. Utz seconded the motion and it passed unanimously.

Action: Mr. Glessner will consult with Daniel Sturgis on his data from the well test and order the 100 hp pump as the data allows. He will also work to upgrade the 200 amp service to 400 amps.

Due Date: January 5, 2023

Mr. Kuchenski then updated the Board on the remote access issue with Well #1. He said he would reinstall the Wifi at the office to correct the issue.

Mr. Austin then discussed the fencing and easement issue, stating he'd send the easement documents to legal counsel for his review. Mr. Kuchenski stated he had no update on the timeline for the new fencing.

NEW BUSINESS

Mr. Austin then discussed the SWEP grant application. He thanked the advisory committee members Mr. Tanner and Sarah Loader for their work getting letters of support. Mr. Glessner said he was 95% finished with the grant and that Mr. Austin would be working with his staff on the budget issues. After discussion, the Board approved Resolution 2023-01, pending legal counsel review and approval, following a motion by Mr. Grace and second by Mr. Utz.

The Board approved the ACE Solutions agreement for map work and other assistance on the SWEP grant application, following a motion by Mr. Grace and second by Ms. Sloyka.

ADJOURN

With no further business to come before the Board, the meeting adjourned at 11:22 am.

Carol Rassier, Chairperson

John F. Austin, Manager

12/18/23 Greenferry Water System Report

A. Water Production/Consumption update.

2,337,000 gallons produced by the wells during November. This works out to 78,000 gallons per day or 199 gallons per day, per customer. (392 connections).

1,995,000 gallons produced by the wells during November last year. This works out to 67,000 gallons per day or 170 gallons per day, per customer. (393 connections).

3,543,000 gallons produced by the wells during November 2 years ago.* 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 3 years ago.* 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 4 years ago. This works out to 75,000 gallons per day or 214 gallons per day, per customer. (350 connections)

B. General issues.

1. Pump test update (main agenda).
2. SWEP update (main agenda).
3. Multiple touch read meter registers have died (on Muledeer/Cedar Creek) as well as multiple old meters which can no longer be read. We have sent several to Metron-Farnier for warranty replacement. Rather than replace these with standard touch pad meter registers, we are hoping for a quote to replace them with the new cellular read meter registers. These may be obtained for a discounted price due to valid warranties on the existing failed registers. We hope to have a quote from Metron-Farnier in time for the Board meeting

Advisory Committee Minutes
December 1, 2023

Committee Attendance:

Chairperson Sarah Loader, Manager John Austin, Pat Bethke, Mike Reynolds, and Steve Tanner were in attendance.

Other Attendance: Bob Kuchenski was in attendance and was later joined by Roger Glessner.

Small-Scale Water Efficiency Projects/grants (SWEF):

Ms. Loader discussed the SMART grant program, and the work she and Mr. Austin have done in preparing the grant. He noted there are some issues accessing the grant program, but they expect to work that out.

Ms. Loader then presented her work to date, including a letter of support that she drafted. She presented the grant with the 50% match up to \$100,000 and said we'd be eligible for Category A. She explained the two application periods per year and said we can apply for all application periods with different phases of our project or keep applying for the same phase if we we're unsuccessful initially. She mentioned how the project is not for maintenance or repair work; it's designed for upgrading existing infrastructure and that our application should reflect that. She spoke with a representative of the Bureau of Water Reclamation. Assistance is available and can be scheduled. They recommend folks request a "debriefing" if not successful to learn how to be a stronger candidate. She discussed the budget narrative and to use their form as a template. It was noted the application can mirror the one we have from another district.

The group then discussed the letters of support, from Water Resources, DEQ, County (Leslie Duncan, Commissioner), Legislative and others.

They also discussed Roger's work on the application, with an estimate of the cost to do so and Mr. Austin said he'd put the Resolution on the agenda for the 18th.

The Committee re-scheduled their next meeting for December 14, 2023 at 2:00 pm at the District office.

The meeting adjourned at 12:12 pm.

Advisory Committee Minutes
December 14, 2023 at 2:00 PM

Committee Attendance:

Chairperson Sarah Loader, Manager John Austin, Pat Bethke and Steve Tanner were in attendance.

Other Attendance: Roger Glessner.

Small-Scale Water Efficiency Projects/grants (SWEP):

Ms. Loader discussed progress on the SMART grant program, including getting letters of support (currently one received by County Commissioner Leslie Duncan). Mr. Austin then presented the meter report from Ian Kuchenski, showing the meters to be replaced and those needing excavation. The report shows 299 meters still to be replaced, and 230 of them requiring excavation. The \$1.3 million total cost can be covered partially by the grant (\$100,000 for each of four phases to start) and require a match of \$100,000 from the District. Mr. Austin stated he'd ask the Board on December 18th to commit the \$100,000, an increase from the \$50,000 budgeted in FY 2024. Mr. Glessner then presented a draft of the grant, needing only the budget for completion, which Mr. Austin will provide with the assistance of Ms. Loader. Mr. Tanner will approach several parties for letters of support, as will Ms. Loader.

LID at Crystal Bay Road

Mr. Glessner discussed the positive test results from the Well #2 test and the likelihood of adding capacity to accommodate the additional properties on Crystal Bay and Gull Harbor Roads. The group will await the Well #1 results before confirming the capacity and sending the letters to potential property owners for the possible formation of the LID. Mr. Austin emailed the committee members the LID letter to review, edit, and return to him.

RWFA Loans

Ms. Loader discussed the recent webinar and the two loan options available to water districts through the Rural Water Financial Agency. The Flex Term Program, a short to long term loan was thought to be a potential option for the district if needed. Mr. Austin explained how the loan could assist the District with the LID in the event DEQ funds were unavailable.

The Committee re-scheduled their next meeting for January 4, 2024 at 2:00 pm at the District office to review and discuss the SWEP grant application.

The meeting adjourned at 4:01 pm.