

**GREENFERRY WATER AND SEWER DISTRICT
MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING
February 21, 2023, 4:00 PM, via Zoom and at the Post Falls Library**

CALL TO ORDER

Chairman Steve Tanner opened the meeting at 4:00 pm.

Board Attendance:

Vice Chairperson, Ms. Carol Rassier
Secretary /Treasurer, Ron Utz
Member, Rex Grace
Member, Dr. Robert Stiger

Staff Attendance:

District Manager, John Austin
District Operators, Bob and Ian Kuchenski (latter via Zoom)
Accountant, Debbie Swenson
Attorney Andy Doman, Lake City Law (via Zoom)

Guests:

Sarah Loader, Kent Lunders, Mr. and Mrs. Ken Wall, James Reynolds, Mr. and Mrs. Mike Ferry, Howard Elford, Mr. and Mrs. Ernest Laker.

OLD BUSINESS

Mr. Doman discussed the Sable Account with the Board. He stated the following: First, the District can certify unpaid costs to the County Treasurer, and secondly, the Board can go back to seek additional fees after the property owners had paid a billed amount in full, because a mistake was made when the billing occurred. He said the extra amount billed, \$2,500 was not reasonable for the services rendered. He said it's important to consider that all accounts should be billed equally and not 'waive' some fees and not others. He cautioned that legal fees could exceed the amount still owed but the Board has a fiduciary responsibility to recover costs of installation. After discussion, the Board directed staff to send letters to the three accounts in question and seek payment.

ACTION: Mr. Austin will work with Mr. Doman on letters to the three property owners, for review by the Board.

Due Date: February 24, 2023

CONSENT AGENDA

Vice Chairperson Rassier made a motion to approve the Consent Agenda, including payment of the Lake City Law invoice and approved Debbie Swenson, District Accountant, authorization to access the accounts at Mountain West Bank. After a second by Mr. Grace the motion passed unanimously.

- Water Operator's Report,
- Engineer's Report,
- Welch Comer Status Report,

- Financial Report, Invoice and Delinquent List Approval ,
- Approval of the Minutes of the January 18, 2023 meeting, and
- Action List – Projects/Issues and Timelines for Action

OLD BUSINESS – CONTINUED

Mr. Ian Kuchenski discussed the pump quotes that are pending from the supplier. He will work with RC Worst to update those quotes.

Action: Mr. Ian Kuchenski will get pump quotes on Well #1 and #2.

Due Date: March 20, 2023

Chairman Tanner discussed the Source Water Protection Plan meeting with Adrianna Cordoso and the award of \$24,000 for fencing at the well site. He noted the Plan is ready for submittal.

PUBLIC HEARING – CAPITAL RESERVE FEE RATE CHANGE

Chairman Tanner opened the public hearing at 5:30 PM. Mr. Austin discussed the reason for the increase, including \$7 per month of the \$10 increase to cover the debt service over 20 years, reduced from the 40-year financing proposed when the Fee was adopted in 2016. He noted the private financing also saved over \$400,000 in additional costs for Davis Bacon wage consideration, plus over \$500,000 in interest payments because of the shorter term on the bonds.

Chairman Tanner then provided a Power Point presentation prepared by District Engineer Roger Glessner. He detailed the types of projects funded from the \$1.8 million bond, including the Greenferry Terrace project and Greenferry Booster Pump. He also discussed the improvements provided by the developer at Riverview Heights, amounting to over \$1 million, for two booster stations including the backup generators. He discussed the Bella Ridge reservoir improvements and upgrades to other areas.

Comments ensued from:

1. Mr. Ken Wall asked why the District is raising the rate. Mr. Austin, District Manager, explained that the rate was implemented in 2016 to pay for future projects. The Terraces Project cost approximately \$1.6 million of the \$1.8 million borrowed at 2.57% interest. Of the Capitalization fees paid from development to date, there is approximately \$400,000 remaining. The \$10.00 rate increase will cover the Bond repayment over 20 years instead of the 40 years originally expected, saving the District approximately \$400,000 in interest over the lifetime of Bond.
2. Mr. Reynolds asked how high can the rate be increased and Mr. Austin replied there is no limit, but must be justified for use on capital projects only.

3. Mr. Lunders wanted to know if the Terraces Project is saving water. Mr. Bob Kuchenski, District Water Master, replied that we are showing less water used, from leaks, by 28% mainly from the Smart Meters installed during the Terraces Project. Mr. Lunders wanted to know where you could get information for Smart Meters to check his personal water usage. Mr. Ian Kuchenski will get link to those that want the link.
4. Mr. Ferry commented that he was very pleased with all that the Board has done and very satisfied with how the Terraces Project was conducted.
5. Mr. Lunders asked how the \$25.00 will be utilized for Operating Cost and will these costs rise? Mr. Austin replied that because of the Terraces Project and fixing major leaks the Operating Cost will be significantly less and currently Operating Cost have and will stay the same. However, with the rising costs in the economy the District Board is working to keep that rate from rising.
6. Mr. Elford thanked Mr. Austin for his explanation and asked about future plans for the District. Mr. Austin briefly outlined the Water Facility Plan projects, which included Well House Expansion, Highland Reservoir, Backup Generators, and a third Well.
7. Mr. Wall asked why we spent money on Engineering for a 3rd Well? Mr. Austin replied that Department of Environmental Quality requires the District cannot service new accounts until we increase the maximum water production . That requires an new well. A new Well is also needed as a redundant source in the event the largest well pump is offline.

With no other Comments the Public Hearing was adjourned at 6:40 PM.

NEW BUSINESS

The Board approved the rate change on the Capital Reserve Fee, from \$15.00 per month to \$25.00 per month, following a motion by Dr. Stiger and second by Vice Chairperson Rassier.

Action: Staff will implement the new fee, effective with the March billing, and revise the Rates Policy to reflect the change.

Due Date: March 1, 2023

ADJOURN

With no further business to come before the Board, Vice Chairperson motioned to adjourn the meeting. After a second by Secretary /Treasurer Utz, the meeting adjourned at 7:00 pm.

Stephen Tanner, Chairman

John Austin, Manager/Debbie Swenson, Accountant

2/21/23 Greenferry Water System Report

A. Water Production/Consumption update.

3,814,000 gallons produced by the wells during January This works out to 123,000 gallons per day or 313 gallons per day, per customer. (393 connections).

2,466,000 gallons produced by the wells during January last year. This works out to 80,000 gallons per day or 204 gallons per day, per customer. (392 connections).

2,586,000 gallons produced by the wells during January 2 years ago. This works out to 83,000 gallons per day or 237 gallons per day, per customer (350 connections).

2,295,000 gallons produced by the wells during January 3 years ago. This works out to 74,000 gallons per day or 211 gallons per day, per customer. (348 connections)

2,355,000 gallons produced by the wells during January 4 years ago. This works out to 76,000 gallons per day or 222 gallons per day, per customer. (342 connections)

2,431,000 gallons produced by the wells during January 5 years ago. This works out to 78,000 gallons per day or 231 gallons per day, per customer. (339 connections)

B. General issues.

1. Large discrepancy in January, 2023, production from previous years could be due to leaks from our older facilities (Highland reservoir). Or there could be large leaks on the customer's side of meters to be confirmed with the first meter reading of the year.
2. Terraces Project update (Ian/Roger).
3. Generators update.
4. Well #3 update (Action Item list).
5. Bayshore Estates update (Action Item list).



Greenferry Water and Sewer District February 2023 Engineers Report

Terraces / Greenferry Bypass Project

The construction schedule has been adjusted due to grass seeding. There are a few items left to discuss prior to this which include:

offset cost for frost free hydrants that were not installed.

Offset cost for water meters that were not removed.

Reclaiming the district well lot from material storage for the project.

Possible fee for storage of materials on the districts lot.

Possible mobilization fee adjustment.

The remaining T&M cost the contractor is claiming.

Let me know how you would like to proceed with these items. It might be best if you could give me feedback then I will assemble a document to be sent to the contractor. We have already held back construction cost for 7 water meters that were installed to offset the frost-free hydrants and water meters that were not removed.

Well House expansion

We are working on finalizing the building plans and will provide the district with a work order for DEQ review, county building and site permitting approval, bidding, construction management and final closeout. We anticipate having this by the end of the month.

Snowshoe & Tanglewood old booster station

We have looked at what steps would need to be taken to remove this booster station. With the new booster station at the reservoir lot on snowshoe we no longer need the old booster station. Along with removing this station, the district will need to upsize a portion of water main on snowshoe and place it within the road right of way. I have included an exhibit showing the route of the new water main and will be working on an engineers estimate for construction cost.