

GREENFERRY WATER AND SEWER DISTRICT
MINUTES OF Special Board Meeting
February 28, 2022, 4:00 pm, via Zoom and at Chairman Tanner's House.

CONVENE MEETING AND ROLL CALL

Chairman Stephen Tanner opened the meeting via Zoom and from his house at 4:00 pm. A roll call confirmed Vice Chairperson Carol Rassier, Dr. Bob Stiger, Rex Grace and Secretary Treasurer Ron Utz were also present via Zoom. Staff present was John Austin and Debbie Swenson, Practical Accounting Solution Accountants and Roger Glessner, District Engineer, Bob and Ian Kuchenski, Water Operators, Integrity Water Management and Andy Doman, District Counsel via Zoom.

OLD BUSINESS

Next, the Board received an ARPA Grant Update from Mr. Austin. He said the county committee reviewing the grant requests will be setting a Town Hall public meeting to discuss the projects and progress toward award. He presented the list of projects, totaling over \$98 million dollars, to be funded from \$32 million in ARPA grant funds. He noted the county's requests alone were high, including \$30 million for admin buildings. He said he would inform the Board of the date and time of the public meeting, which he will attend. Chairman Tanner also discussed the Sewer Engineering Study that the Board previously approved and to include that on the next agenda.

Action: Mr. Austin will inform the Board of the date of the Town Hall Meeting. He will also add the Sewer Engineering Study to the March agenda.

Next, the Board discussed the Late Fee, Delinquent Letter Fee and Theft of Service Fee and Schedule for a Public Hearing. Mr. Austin presented the changes he'd made to the Administration and Rates Policy, including a late for of \$10.00 or 2% of the delinquent amount, whichever is higher. He also discussed the letter fee of \$25.00, which as Mr. Doman recommended is in line with the cost to provide the service. Mr. Austin then discussed a Theft of Service Fee of \$300.00 per day. The Board discussed this at length and recommended that Mr. Doman review the issues, along with the Late and Letter Fees. The Board then set a public hearing for April 18, 2022 at 4:00 pm via Zoom and directed that staff prepare a notice to be mailed ahead of the meeting.

Action: Mr. Doman will review the changes to the Administrative and Rates Policy for the next Board meeting. Mr. Austin will prepare a notice to residents for that meeting.

Next the Board discussed the Office Remodel Project. Mr. Ian Kuchenski noted the proposal from Burkes Restoration was in three phases: the bathroom remodel to repair water damage, the removal of the west wall of the office for expansion and hallway wall to the bathroom. Mr. Glessner recommended that the well house expansion could house some of the items in the storage area of the office building. The Board reviewed the proposal and directed staff to proceed with the bathroom remodel only and have staff develop a plan for the office expansion.

Action: Burkes Restoration will make repairs to the bathroom, for submittal to ICRMP for reimbursement. Mr. Glessner will develop a plan for the office expansion.

ADJOURN

With no more business to come before the Board, Vice Chairperson Rassier motioned to adjourn the meeting. Mr. Grace seconded it and the meeting adjourned at 4:40 pm.

Respectfully Submitted

Stephen Tanner, Chairman

John Austin, Manager/Debbie Swenson, Accountant