

**GREENFERRY WATER AND SEWER DISTRICT
MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING
March 18, 2024 4:00 PM, at the District Office and Via Zoom**

Chairperson Carol Rassier opened the meeting at 4:00 pm.

Additional Board in Attendance:

Vice Chairman, Dr. Bob Stiger
Secretary/Treasurer, Ron Utz
Member, Rex Grace
Member Susan Sloyka

Staff in Attendance:

Manager, John Austin
Accountant Stephanie Mueller
Engineer, Roger Glessner
Operator, Bob Kuchenski
Operator, Ian Kuchenski (Via Zoom)

Guests in Attendance:

Sarah Loader
Via Zoom: BSU students Rafael Tomasino, Ben Arthur, Cameron White, Tyler Dibble and instructor Kody Walker.

OLD BUSINESS

The Board heard from the cybersecurity team from Boise State University. Mr. Dibble discussed the process to create a document for the Board, detailing issues to be addressed by the District. Mr. Arthur stated the analysis met the EPA recommendation as the Water Assessment Tool. Mr. Dibble discussed the recommendations for increased security, including replacing the aging router and dealing with LogIn issues for the accounting software. Ms. Mueller noted that the accounting software should not be in place at the office and that it would be removed immediately. Mr. White discussed the need for security cameras and that the physical wire to the remote locations' antennas was exposed. He also noted the current fencing of the well lot, and recommended similar fencing at the other asset locations. Dr. Stiger then made a motion, seconded by Ms. Sloyka directing staff to acquire and install equipment as recommended in the analysis.

Action: Staff to acquire a new router and smoke/CO detectors and check into additional fencing grants to help with funding the less secure locations.

Due Date: April 15, 2024

CONSENT AGENDA

Vice Chairman Dr. Stiger made a motion to approve the Consent Agenda. Ms. Sloyka seconded it. Discussion ensued on the following issues:.

- Water Operator Report
- Engineers Report
- Financial Report, Invoice and Delinquent List Approval
- Approval of the Meeting Minutes of the February 19 and 27, 2024 meetings
- Action List – Projects/Issues and Timelines For Action

The Board then took the following action:

Action: Staff to issue the revised letter to residents. Mr. Austin will also post it on the website for issue via email to residents.

Due Date: March 31, 2024

The Consent Agenda was then approved unanimously.

OLD BUSINESS

Ms. Loader then provided the Community Advisory/Action Committee Report. She stated the SWEF grant was still on track, as evidenced by no adverse action by the Bureau of Reclamation. She noted the second submittal was in July 2024 if the Board wants to apply for a second phase. She also discussed an additional grant for DEQ for the fencing of the properties, per Board discussion earlier. She will contact Mr. Walker on this issue. She also discussed that the LID on the West part of the District was on hold until additional hookups could be secured.

Action: Ms. Loader to contact Mr. Walker and to assist staff via the Advisory Committee on the fencing issue.

Due Date: April 15, 2024

Mr. Glessner updated Board on Well #1 and Well #2 Pumps saying that Well #1 and #2 pumps are received. He said the Well #2 pump install is delayed for a couple of weeks because of the load limits on the area roads prohibiting access by the crane. He said the Well #1 test has been delayed until the fall because of the timing of warm weather and the need to have both pumps available.

Action: Mr. Glessner to reschedule the Well #2 pump install and Well #1 test.

Due Date: When scheduled.

Mr. Glessner then updated the Board on the Well House Expansion He stated he had nearly finished with the revised plans based on Board input and will have those available for the contractors bids.

Action: Mr. Glessner to provide the revised Well House plans to contractors when completed.

Due Date: April 15, 2024

Mr. Glessner then updated the Board on the backup generator, which he and Mr. Grace had seen under power. The Board noted how loud it was, and Mr. Grace said he'd talked to the neighbors about it so they'd be prepared when it's installed.

Mr. Austin said will get the balance of the amount due to Critical Power.

NEW BUSINESS

Chairperson Rassier asked for an update on the Highland Tank Repair and the Board discussed the options. Mr. Austin noted there is likely \$50,000 in the CIP budget for the assessment and possible repair of the tank, since the match for the meter upgrade grant is now set for FY 2025.

Action: Mr. Glessner will determine the contractors to work on the analysis and repair of the Tank

Due Date: April 15, 202

ADJOURN

With no further business to come before the Board, the meeting adjourned at 5:45 pm.

Carol Rassier, Chairperson

John F. Austin, Manager

3/18/24 Greenferry Water System Report

A. Water Production/Consumption update.

2,254,000 gallons produced by the wells during February*. This works out to 78,000 gallons per day or 199 gallons per day, per customer. (392 connections). *This is a leap year.

3,794,000 gallons produced by the wells during February last year.* This works out to 136,000 gallons per day or 346 gallons per day, per customer. (392 connections). *Big customer leak discovered.

2,237,000 gallons produced by the wells during February 2 years ago. This works out to 80,000 gallons per day or 204 gallons per day, per customer. (392 connections).

2,464,000 gallons produced by the wells during February 3 years ago. This works out to 88,000 gallons per day or 251 gallons per day, per customer (350 connections).

2,209,000 gallons produced by the wells during February 4 years ago.* This works out to 76,000 gallons per day or 217 gallons per day, per customer. (350 connections) *This is a leap year.

2,264,000 gallons produced by the wells during February 5 years ago. This works out to 81,000 gallons per day or 237 gallons per day, per customer. (342 connections)

B. General issues.

1. Update on the Boise State/CORE, District security analysis (Ian).
2. Wells 1 & 2 pumps update (main agenda, Roger).
3. Generator update (Roger).

Greenferry Water and Sewer District

March 2024 project progress list

Engineers report

Well 2 project

The pump has been delivered to RCWorst and will be stored there until it is installed. The Post Falls Highway District has placed road weight restrictions on the area roads so RCWorst cannot get the crane on site to set the pump. We expect the pump setting to be rescheduled for the end of March, weather permitting.

Bigfoot Technical Services has started building the frame supports etc. in their shop and expects to be on site to install the VFD the week of March 19th.

Well 1 project

The District has decided to replace well 1 pump in the fall of 2024 after water use has reduced. We have submitted the well 1 PER to IDEQ for their review. Well 1 pump has been delivered to RCWorst and is placed in their warehouse for now.

Well house electric service upgrade project:

Bigfoot Technical Services has started building panels at their shop and they expect to start installing the electrical upgrades with the VFD the week of March 19th.

Generator project:

We found a used 300K generator and the District has purchased it. It will be delivered once the area road restrictions are lifted and we have a concrete pad built.

I met with JAD enterprises on site this week and went over the generator pad and conduit trenching needed. They will be getting us a cost estimate mid next week. They will also include a private utility locate as part of their proposal.

Bigfoot technical services has contacted Critical Power to discuss the generator and transfer switch wiring. They has also located a main disconnect breaker which they can have delivered in two weeks.

Pump House expansion:

We have revised the pump house expansion plans to reflect the recent changes approved by the District. We will be asking for the contractor's cost estimates next week. We will also be submitting the well house expansion plans to DEQ for review.