

**GREENFERRY WATER DISTRICT
MINUTES OF THE REGULAR BOARD OF DIRECTORS
June 21, 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 in the office at 4:00 pm. A roll call confirmed Vice Chairman Carol Rassier, Bob Stiger and Secretary Treasurer Ron Utz were also present. Rex Grace joined the meeting at 4:15 pm. Staff present were John Austin, Manager, Debbie Swenson, Accountant and Roger Glessner, District Engineer (in the office) and Bob and Ian Kuchenski, Water Operators, Bob Haynes, RAFN consultant and Ashley Williams, Welch Comer Engineers Well consultant (via Zoom).

OLD BUSINESS

Next, Ms. Williams updated the Board on the Well #3 project. She said the Nutrient Pathogen Evaluation Study (Level II) showed some impact on their test wells. So, she suggested working with the Bayshore Hydrogeologist on the impact. Her concern is they may be drawing on the same source and if both wells are operated will that work? She said it would be beneficial to have Welch Comer's contracted hydrogeologist, Tom Mullen from Northwest Groundwater Consultants on site to do a test with both wells for 4-6 hours. She later said the estimate of the cost to do the well tests would be \$4,250. Chairman Tanner asked if he'd use the District's transducers and she said that would work. He also asked what the concern is with the Bayshore drawdown and she said it was if there is a drawdown operating both wells could impact each other. Chairman Tanner directed that Ms. Williams prepare a contract for the work and the Board can schedule a special meeting to consider it. She then asked if the District's wells have access to install a probe at the time of the tests and Chairman Tanner said yes. Mr. Bob Kuchenski said the transducers currently installed in the wells by Idaho Department of Water Resources are direct-read if that helps. Mr. Glessner said Bayshore had sent the influence graph on their well tests to him and requested well pumping information be sent to them. Mr. Ian Kuchenski said they're waiting to finish the data on both wells. Chairman Tanner said Mr. Bob Haynes is recommending a 900 gpm well for Well #3. Ms. Williams said she'd discuss that with Mr. Mullen to test for a larger pump.

Next, the Board heard from Mr. Haynes about the Reasonably Anticipated Future Needs analysis. He said he's analyzed the growth component, setting it at a 3.8 percent annual growth rate. He is prepared to discuss the analysis at a special meeting held for that purpose. He said there's an old water right from the Spokane River and he wants to investigate it, because that parcel is far removed from it. Chairman Tanner then set a special meeting for July 6, 2021 at 4:00 pm via Zoom and at the office to discuss the analysis further and to discuss the Well #3 project with Ms. Williams. Mr. Glessner asked Mr. Haynes if someone who's annexed should relinquish their water rights and Mr. Haynes said that is not necessary.

Next, the Board reviewed the minutes of the meetings of May 17 and 20, 2021, which were approved following a motion by Mr. Utz and second by Ms. Rassier.

Next, the Board heard from Mr. Bob Kuchenski on the Water Operator Report, including usage over the last several years. He noted over 10 million gallons was produced in May, compared to 5 million in 2020. Dr. Stiger asked that the meter report be presented at the July 6th meeting so the Board can review the usage in the District. Mr. Bob Kuchenski will also provide a demonstration of how the new residential water meters can be monitored off the internet. Mr. Ian Kuchenski will read the meters on July 5th and Dr. Stiger asked if he can ride along with him. The Board discussed leaks in the system, including at the Highland Reservoir and possible solutions to the problem.

NEW BUSINESS

Mr. Bob Kuchenski then stated the 2020 Consumer Confidence Report was available. Mr. Austin stated it's been posted on the website and a notice to that affect placed on the June residents' bills. Mr. Utz then made a motion to approve the Report. Following a second by Ms. Rassier, the Consumer Confidence Report was unanimously approved with the addition of updated monthly board meeting information.

OLD BUSINESS (Continued)

Next, the Board heard from Ms. Swenson on the Delinquent List. She stated she will check to make sure that no payments have been posted to delinquent accounts and then will mail warning letters and send turn offs to Mr. Ian Kuchenski. Dr. Stiger then motioned to approve the Delinquent List and Ms. Rassier seconded the motion. The motion passed unanimously. Ms. Swenson then discussed the invoices, noting they were prepaid on Utilities per the May 20, 2021 special meeting with Mr. Utz and Ms. Rassier. Mr. Bob Kuchenski recommended that Verizon be prepaid as well. Ms. Rassier and Mr. Utz asked that the cost associated with repair of Rainbow fire hydrant (Invoice #2099 for \$4,000.00) be better described to capture the cost for records. Staff will hold the check until the July 6, 2021 special meeting at which time the Board will release payment after receiving a more detailed invoice from the contractor. The Board then discussed how to handle the billing for Aspen Homes, specifically the \$100.00 Invoice #GFCDR 521 for Cedar Creek Hydrant. Ms. Swenson noted staff is classifying these types of invoices for quarterly billing to Aspen Homes, as well as with the Rainbow fire hydrant cost. Board discussed Aspen should have provided a \$1,000.00 deposit for the hydrant meter, based on Board policy. Ms. Rassier then made a motion to approve the Invoice List. Following a second by Mr. Utz the motion passed unanimously. The Board directed Mr. Austin to increase the monthly funds transfer for capitalization reserve fees to \$5,550.00 and continue to do so as an automatic transfer. Mr. Utz then motioned to approve the Financials and Ms. Rassier seconded. The motion passed unanimously. It was also noted that Mr. Austin will need to increase the capital reserve fees to include the additional landowners who are within \$300 feet to a fire hydrant (Standby Fee) and have a meter but no service (Reserve Fee).

Next, Mr. Glessner updated the Board on construction projects. He said he will submit an announcement of the bids on the Greenferry Terrace and Greenferry Bypass projects in the Coeur d'Alene Press and then broadcast on a site which goes to all Engineers. He noted there is a material shortage but no labor shortage, and as such the Board may need to be flexible on which project to do first. He said he would coordinate with contractors on the Greenferry Bypass, which should take approximately three weeks.

He noted at Riverview Heights RC Worst has pulled the pumps two or more times and pressure tests have failed online. The Control simulation was scheduled for June 22, 2021 and will most likely be cancelled. He stated RC Worst has discovered leaks in the lower booster station as well and could be a couple of weeks before it's repaired. He noted that there may need to be another Chlorine Test done.

Next, Mr. Glessner discussed the septic tank and drain field issue with the Sferra property south of the well site. A bid from Dan Lincoln came in for a total of \$17,100. He noted Frank Davis could do project now as he is licensed and bonded. He said that only a 500-gallon septic is needed for the office sewer system and not 1,000-gallon as originally anticipated. The Board directed that staff get two more bids and that Mr. Austin send to send a letter to Mr. Sferra (Mr. Austin confirmed after the meeting that he had already done so). Mr. Glessner will get a permit, noting he also got the Panhandle Health District to waive the fees. He said concerning test pumping that Mr. Lincoln could install a Dry Well if it's needed. He noted RC Worst needs to come out and look at the project and that Ms. Williams also wants her project staff to be on site. Concerning the SCADA system, he noted Big Foot will give an estimate this week. Board discussion continued concerning which staff are monitoring Grants and Funds and asked that Mr. Austin provide an update at the next meeting.

The Board then set the following agenda items for Special Meeting on July 6, 2021 at 4:00 pm at the Office (and via Zoom):

- Well # 3 Update
- RAFN discussion
- Water meter demonstration and water loss – Water Operators
- Jade Invoice #2099, \$4000.00 finalized and paid
- Septic system relocation work
- Illegal duplex at Kelly and Riverview water shut off

The Board then set the following additional agenda items for Regular Meeting on July 19, 2021 at 4:00 pm at the Office (and via Zoom)

- Section II of Administrative Policies and Procedures
- Changing the Board of Directors meeting time and location to Senior Center at 6:00 pm per community member Mike Ferry.

With no more business to come before the Board, Ms. Rassier motioned to adjourn the meeting. After a second by Dr. Stiger, the meeting adjourned at 7:35 pm.

Respectfully Submitted,

Stephen Tanner, Chairman

John Austin, Manager/Debbie Swenson, Accountant