

**GREENFERRY WATER AND SEWER DISTRICT
MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING
July 18, 2022, 4:00 PM, via Zoom and at the Office**

CALL TO ORDER: 4:00 PM

Board Attendance: Chairman Stephen, Tanner via Zoom

Vice Chairperson, Carol Rassier at the Greenferry Office

Secretary /Treasurer, Ron Utz at the Greenferry Office

Rex Grace via Zoom

Robert Stiger at the Greenferry Office

Staff Attendance: District Manager, John Austin via Zoom

District Operators, Bob and Ian Kuchenski via Zoom

Accountant Debbie Swenson at the Greensferry Office

Roger Glessner, District Engineer

Contractors Attendance:

Welch Comer Engineering, Ashley Williams

2018 LaRiviere Inc., Van Hegbloom

OLD BUSINESS

Next, the Board heard from Ms. Williams from Welch Comers Engineering on accepting the Water Facility Plan and the comment from Dave Shults that was received.

The Board directed Mr. Austin to contact Mr. Shults to inform him that his comment was received and will be included in the Plan to the Department of Environmental Quality. Dr. Stiger then made a motion that the District has received the written and oral comments on the Water Facility Plan during the public comment period, ending last Wednesday, July 13, 2022, and in consideration of those comments, the Board formally adopts the Water Facility Plan and intends to proceed with the Capital Improvement Plan, as presented in the document. Mr. Grace seconded the motion and it passed unanimously.

Action: Mr. Austin will inform Mr. Shults that his comments were received, and Ms. Williams will add Mr. Shults comments to the Public Comment Section in Water Facility Plan and send out the final plan.

Next, the Board heard from Mr. Hegbloom on the Greenferry Terrace Project. Dr. Stiger asked about the mobilization charges, which were for two mobilizations and there was only one. Mr. Glessner noted there is one lump sum for the charge, and it would be an issue for the District's attorney. Mr. Grace asked if the contract states one mobilization versus two and Mr. Glessner said it is not addressed in the contract to pay half the amount with only one. The Board set a special meeting for 2:00 on July 25, 2022, to discuss the issues of cost overruns.

Action: Staff will schedule a special meeting for July 25, 2022, at 2:00 pm. Action due on July 19, 2022

Next, the Board heard from Mr. Kuchenski on the Water Operator Report. Mr. Kuchenski reported that the curb stops were misaligned during Aspen Homes development of River Heights. Mr. Kuchenski suggested that the cost burden go to Aspen Homes and not the District. Attached is the Water System Report.

Action: Chairman Tanner directed Mr. Austin to write a letter to Aspen Homes explaining the situation of misaligned curb stops. Action Due date is July 19, 2022.

Next, the Board heard from Mr. Glessner and his Engineers Report. Mr. Glessner stated that some customers have requested not to put in the frost-free hydrants and wanted to know the Board's point of view. Mr. Glessner said according to an engineer's perspective frost-free is not needed as long as each customer receives a minimum pressure of 35 psi. After further discussion the Board decided if it is an existing customer and they do not want a frost-free hydrant, the District will not install one. In Riverview Heights, it is mandatory. Mr. Glessner reported that the Well Pump testing results came back from Mr. Sturgis at Idaho Department of Water Resources. Mr. Sturgis will be reporting on his findings at the August Board meeting. Mr. Glessner commented that a noise from Well #1 could be from either the pump or the turbine. Mr. Glessner suggested the Board test the turbine sooner than later. Mr. Glessner briefly discussed the Bella Ridge Reservoir issue to let the Board know that Kootenai Electric Cooperative (KEC) is writing a new contract with new cost and as soon as he receives the contract, Mr. Glessner will send to Board for review. The Engineers Report is attached.

A motion was made by Vice Chairperson Carol Rassier to approve the Minutes from June 20, 2022, and July 6, 2022, along with the Water Operator Report and the Engineer Report. It was seconded by Mr. Utz. The motion passed unanimously.

Next, the Board considered the Financial Report, Invoice and Delinquent List for Approvals. Mr. Austin requested the Board to transfer \$448,271.38 to pay for LaRiviere Pay Request 1, Change Order 1 and remaining capital expenditures from the July 18, 2022, invoice approval list. Motion was made by Mr. Utz to approve the transfer, Delinquent List and Financial Reports. The motion was seconded by Vice Chairperson Rassier and approved unanimously.

Next, the Board discussed the Action List and in conclusion, Dr. Stiger and Mr. Grace would like to amend the Action List and present to the Board later.

Action : Dr. Stiger & Mr. Grace will present a modified format for the action item list. Due August 15, 2022

The Well #3 Site update on pump was included in Engineer's Report.

The Bella Ridge Reservoir Power Issue update was included in the Engineer's Report.

Next, the Board heard from Mr. Austin on the Level II Nutrient Pathogen Evaluation for Bayshore Estates Public Records Request. Mr. Austin stated that the letter from Ramsden, Marfice, Ealy, and De Smet, Attorneys at Law was received on July 11, 2022, requesting information on pumping on/off times and coincident rates from April 24 through April 26, 2022 and May 11 through May 13, 2022.

Action: Mr. Ian Kuchenski will gather the information for Mr. Austin to send to the law office. Due: July 21, 2022.

There were no new updates on Riverview Heights as Aspen Homes still has not sent the required documents.

There were no new updates on MIOX System

There were no new updates on the Kootenai County Emergency Aquifer Ordinance

Next, the Board heard from Mr. Austin on the Contractor Agreements, which were reviewed by Andy Doman. Mr. Austin said Mr. Doman made only minor changes. Mr. Glessner would like more time to review his contract. The Board then scheduled a special meeting for July 25, 2022, at 2:00 PM to discuss the contract changes.

Action: Mr. Austin will schedule a meeting for July 25, 2022, at 2:00 PM and add Ace Solutions Contract Agreement discussion for the August Board Meeting.

NEW BUSINESS

Next, the Board discussed the Delinquent Accounts Certification.

Action: Chairman Tanner will notarize, and Mr. Austin will submit the certifications to the Kootenai County Assessor's Office. Due Date August 1, 2022.

ADJOURN

With no further business to come before the Board, Vice Chairperson Rassier motioned to adjourn the meeting. Dr. Stiger seconded the motion, and the meeting adjourned at 6:10 PM.

Stephen Tanner, Chairman

John Austin, Manager/Debbie Swenson, Accountant

7/18/22 Greenferry Water System Report

A. Water Production/Consumption update.

7,497,00 gallons produced by the wells during June.* 6,647,000 gallons registered through customer meters. This works out to 208,000 gallons per day or 531 gallons per day, per customer. This equals 11% unaccounted for water lost (392 connections). *Note that the Bella Ridge reservoir overflowed at times due to controls issues.

5,475,000 gallons produced by the wells during June last year. 14,708,000 gallons registered through customer meters. This works out to 474,000 gallons per day or 1,324 gallons per day, per customer. This equals 5% unaccounted for water lost. (358 connections).

8,071,000 gallons produced by the wells during June 2 years ago. 6,225,000 gallons registered through customer meters. This works out to 208,000 gallons per day or 594 gallons per day, per customer. This equals 23% unaccounted for water lost. The Riverview Heights project continues to account for a portion of the unaccounted for water lost through line flushing, etc. (350 connections)

11,631,000 gallons produced by the wells during June 3 years ago. 8,062,000 gallons registered through customer meters. This works out to 324,000 gallons per day or 956 gallons per day, per customer This equals 31% unaccounted for water lost. The Riverview Heights project continues to account for a portion of the unaccounted for water lost through line flushing, etc. (343 connections)

11,093,000 gallons produced by the wells during June 4 years ago. 10,182,000 gallons registered through customer meters. This works out to 339,000 gallons per day or 1,016 gallons per day, per customer. This equals 8% unaccounted for water lost. (334 connections)

B. General issues.

1. Potholing old mains to locate properly.
2. Failure of float controls at the Greensferry booster station.
3. Lightning hit the controls at the Upper Snowshoe Booster Station.
4. Miox system Update (main agenda).
5. Bella Ridge electric project (main agenda).
6. Misaligned curb stops in Riverview Heights.
7. Generators update (Roger).
8. Well #3 update (Ian/Roger/Ashley).
9. Bayshore Estates update (main agenda).

Greenferry Water and Sewer District

July 15 engineers report

Terraces / Greenferry Bypass Project

The crew has finished installing the 8-inch line in Kelly Road. It has been bacteria and pressure tested and has passed. The meters and services have been transferred to the new main and is complete. There have been multiple complaints from landowners about the frost-free hydrants at the meters. Ian has agreed that some of the frost-free hydrants can be left out specifically where the meters are located at or near driveways.

The district operator has gone ahead of the contractor and has located the existing water main with a vac truck at the driveway and valve locations near the well lot driveway, Patrick Road, Kelly Road east side new meter and Riverview east. All these locations did not get completed and the Vac truck will be back on 7-16 to finish. This has helped the contractor plan the new pipe route and prepare for utility crossings.

Most of the driveway and intersection buried culverts have been avoided and left in place on Kelly and the first part of Michael roads. The lot next to the well lot concrete driveway had the concrete poured around the driveway culvert and while removing a section of the driveway the culvert was removed. This driveway will require a new culvert which will be billed as an extra.

The contractor is now working on installing the water main on Patrick. They started at Kelly and as of Thursday have reached the water main intersection at the alley. There is one communication locate in this section but while digging multiple other lines were discovered. The contractor believes the additional lines are abandoned. They have been told by the utility provider that if they hit unmarked lines to leave them exposed and they will be repaired if they are live lines. From the alley crossing east to Bret there are several utility lines located. This section will be difficult to install the new water main. They contractor has asked for compensation in this section due to the potential slow progress. They will be working in this section Monday 7-18-22.

Two new meters have been completed along Riverview east of Highland. I have talked to the remainder of the landowners for meter locations. There should not be extra cost associated with installing the remainder of these meters. There is still a problem with locating the service line for the lot located behind the frontage lots on Riverview. I think it will take the district to aid in locating this line so it can be transferred to the new water main.

Once the district has completed potholing the east end of Riverview the contractor will complete this main install. Potholing is scheduled for July 15th.

The recent contractor schedule shows them testing and transferring water services on Patrick July 25th through August 2nd. They show starting on the Greenferry crossing portion of the project on July 25th with the PRV install the bypass through August 27th.

The contractor has also given me the projected extra cost to install a new fire hydrant at the end of the project main on east Riverview. This fire hydrant was not planned to be replaced by the hydrant is leaking while being operated and will need to be moved to make the final connection due to the actual location of the water mains once excavated. The cost includes parts, labor, equipment and is \$5838.08. The board has asked for this cost breakdown but has not approved this yet.

I was given the 2nd pay application for the project on July 8th but have not verified all items requested for pay as of this date. I am expecting a revised 2nd pay application from the contractor on July 15 and will forward to Ron Utz as soon as I receive it.

Well Pump Testing

Daniel Sturgis with IDWR has sent me the well pump testing results. I have looked at the charts provided and have talked with Daniel. The charts have been forwarded to the district for review. Daniel could not make the July board meeting but will plan on being at the August meeting to explain the results.

Bella Reservoir Easement

Kootenai Electric (KEC)

The easement area has been cleared and most of the conduit installed. There is a short section adjacent to Bella Drive that has not been installed yet and I have called the contractor to see when this will be completed. The contractor has sent us the final invoice, but I sent it back with questions. I am waiting for the contractor to reply. Kootenai Electric has not given us a date to install the power cable yet and I suspect they will not until they know the conduit is completed.

I have received a revised proposal from Bigfoot Technologies for their portion of the project and they will order parts as soon as they receive the required deposit. The revised proposal was sent to the District.

Greenferry Bypass

The contractors recent revised schedule shows them installing the PRV and bypass starting July 25th through July the 27th. There are expected extra cost for installing the PRV vault due to moving the location because of a culvert and buried utilities. This move will require extra 8-inch water fittings and labor. I received the projected extra cost July 14th but have not gone through them yet.