

GREENFERRY WATER AND SEWER DISTRICT
MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS
September 27, 2021, 4:00 pm, Via Zoom

CALL TO ORDER AND ROLL CALL

Chairman Stephen Tanner opened the meeting via Zoom at 4:01 pm. A roll call confirmed Vice Chairman Carol Rassier, Rex Grace, Bob Stiger and Secretary Treasurer Ron Utz were also present. Staff present were John Austin, Manager, Bob Kuchenski, Water Operator and Roger Glessner, Engineer.

NEW BUSINESS

Next, the Board discussed the American Recover Plan and the possibility of having shovel-ready projects for submittal for the grant funding via the Plan. Mr. Austin noted it was an economic plan in addition to the larger infrastructure plan under consideration by Congress. The Board heard from Mr. Austin in response to Dr. Stiger's question as to what the process would be to retain a grant writer for the process. Mr. Austin said the District (and most districts in the county) utilize the Panhandle Area Council (PAC) for that purpose. He also noted PAC submitted the last grant for the District, for the Department of Environmental Quality (DEQ) grant for the water facility plan. Dr. Stiger asked about contacting the county for their assistance and the discussion ensued on the process. Dr. Stiger then made a motion, seconded by Vice Chairman Rassier directing Mr. Austin to contact PAC and the county for assistance on the grant preparation and administration.

Discussion on the motion then centered on the projects for submittal, as prepared and presented over the weekend to the Board by Mr. Glessner. Those included:

1. Well house improvements project
2. Full system SCADA project
3. Highland Reservoir, repair or replace project
4. Full system generator project
5. Greenferry booster station re-location project

Mr. Glessner discussed some of the projects and their estimated costs. He noted the Highland Reservoir is in dire shape but would be the costliest of the projects. Discussion then ensued on replacement of the reservoir versus its repair and also if a reservoir at Bella Ridge would be a better solution. Mr. Glessner stated the Bella Ridge location is in the largest area noted in the Reasonably Anticipated Future Needs study, which might make that a good location. He also noted the reservoir is in the water facility plan still under review by DEQ and as such could be held up as that process continues. Mr. Austin noted a letter was sent to DEQ inquiring as the timeline for approval of the plan. Mr. Kuchenski stated he was aware of another District receiving a quick response on their plan, which could mean DEQ is progressing with their backlog of projects.

Secretary Treasurer Utz then asked about funding the projects and the accounting on each so he could track them. Mr. Austin presented the cash flow analysis that he prepared for the previous meeting, updating it as the projects were discussed. Mr. Utz requested that the analysis be forwarded to him and Mr. Austin said he would do so and include the Board and staff.

Action: Mr. Austin will send the updated cash flow analysis to the Board and staff for their review and input.

The Board then continued the discussion on the motion on the grant process. Chairman Tanner discussed the possible need for another meeting to retain the grant writer. Mr. Austin stated the Board could direct staff to retain the services if they wished. Mr. Grace suggested approving an amount not to exceed without prior Board approval. Chairman Tanner suggested Mr. Austin see if there are savings by having the grant writer combine services with another agency and Mr. Austin said he would ask about that. Dr. Stiger then amended his original motion to include retaining a grant writer/administrator with a contract not to exceed \$10,000. Vice Chairman Rassier then amended her second to the original motion and it was approved unanimously.

Action: Mr. Austin will contact PAC and the county about grant writing and administration of the ARP program, with a contract for services not to exceed \$10,000.

ADJOURN

With no further business to come before the Board, the meeting adjourned at 5:35 pm, following a motion by Vice Chairman Rassier and second by Mr. Grace.

Respectfully Submitted,

Stephen Tanner, Chairman

John Austin, Manager