

**GREENFERRY WATER AND SEWER DISTRICT
MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING
March 21, 2022, 4:00 PM, via Zoom and at the Office.**

CONVENE MEETING AND ROLL CALL

Chairman Stephen Tanner opened the meeting via Zoom at 4:00 pm. A roll call confirmed Rex Grace and Secretary Treasurer Ron Utz were present at the Greenferry office. Vice Chairperson Carol Rassier and Dr. Bob Stiger joined via Zoom. Staff present were District Manager John Austin, Debbie Swenson, Practical Accounting Solution Accountant, Roger Glessner, District Engineer, Bob and Ian Kuchenski, Water Operators, Integrity Water Management, who all joined via Zoom. Guests were Jane Morgan via Zoom and Rand Wichman in the office.

PUBLIC COMMENTS

Mr. Wichman informed the Board that the 20 acre parcel owned by the Dippolitos in the District will be subdivided into four parcels and wanted information on whether or not the District would be able to provide water hookups to those four lots (one of which has a hookup). Mr. Glessner informed Mr. Whitman that there are no available connections at this time and probably will not be until next year when Well #3 is drilled and running. Mr. Wichman stated he was aware of that but wanted to get the information on the timeline and thanked the Board for their time. Mr. Whitman left meeting at 4:15.

ADDITION TO THE AGENDA

Next, Vice Chairperson Rassier made a motion, seconded by Mr. Grace to add an issue concerning the MIOX chlorination system, as requested by Mr. Bob Kuchenski, as an issue since the agenda was posted. The motion was approved unanimously.

OLD BUSINESS

Next the Board reviewed the minutes of the meetings of February 21 and 28, 2022, which were approved with corrections following a motion by Vice Chairperson Rassier and seconded by Secretary Treasurer Utz.

Next, the Board heard from Mr. Bob Kuchenski on the Water Operator Report and the water usage over the last six years. Vice Chairperson Rassier motioned to accept the Operator Report and Mr. Grace seconded. The motion passed unanimously.

Next, Mr. Austin presented the financial report, invoice list and delinquent list. He noted the cash balances and the need for another transfer to cover the capital costs incurred during the pump tests. The Board also reviewed the delinquent list and the public hearing in April for the late fee and letter fee. Vice Chairperson Rassier asked who can move money on the new Banner Bank Account and Chairman Tanner, Secretary Treasurer Utz and Mr. Austin can make transfers. Mr. Utz directed the staff to adjust the other receivables account as a current receivable and Ms. Swenson said she and Stephanie Mueller would do so.

Action: Staff will move the receivables account on financials and verify the budget. Mr. Utz requested that staff change the Invoice Approval List to reflect the Ace Solutions Booster Station invoice to be billed to Aspen.

Next, the Board received a Riverview Heights Update. Mr. Glessner stated the District is still waiting on Aspen Homes for a Site Disturbance Permit and new water meter. Mr. Ian Kuchenski ordered a meter from Metron and should be here in 3 to 4 weeks. He said that Aspen Homes is not taking responsibility for said meter, since the warranty period is over for accepting the system. Mr. Glessner stated the meter box was not installed correctly and Aspen knew that. Mr. Ian Kuchenski said there's also a leaking hydrant that Aspen claims they previously repaired. Mr. Austin said he spoke with Aspen and they will repair the hydrant again but believe the water meter should be the responsibility of the District or the homeowner. Mr. Glessner and Mr. Austin will find the letter stating the stipulations for acceptance of system and work to resolve the issues at Riverview Heights.

Action: Mr. Austin will contact Aspen Homes regarding replacing the meter and to repair the leaking hydrant. .

Next, the Board was updated by Mr. Austin on the ARPA Grant. Mr. Austin and Dr. Stiger attended the Public meeting and presented Greenferry's application. Mr. Austin stated staff should know if our application was granted by April 1, 2022.

Next, the Board received a Bella Ridge Reservoir Power Issue from Mr. Glessner, who said he is waiting for Greenferry Attorney Mr. Doman to look at the Homeowner Association (HOA) CCRs on easements. Chairman Tanner asked Mr. Glessner to contact Kootenai Electric Cooperative (KEC) to put Greenferry Water District on their work schedule. Mr. Ian Kuchenski stated North Idaho Fence will start fence work for the Reservoir next week.

Action: . Mr. Glessner will contact KEC to put Greenferry on their work schedule. Mr. Ian Kuchenski will let Scott Samways know that work on the fence will start and to make sure any damage from the trucks is reported to the Board

Next, the Board received an update on the Department of Environmental Quality Level II NPE for Bayshore Estates, with nothing new to report..

Next, the Board heard from Mr. Austin on the Options for Financing (Fee Increase or Reserve Funding). Mr. Austin stated he believes the Board should consider a \$7.00 rate increase in the \$15.00 Capital Reserve Fee, and to make it a gradual increase until the first bond payment is due in 2023.

Next, the Board discussed the Late Fee and Letter Fee and the letter of notice of Public Hearing April 18, 2022. Mr. Austin has drafted a letter and all Board members have approved. The letter will go out in mail before the public hearing.

Action: Direct staff to send letter to members of Greenferry Water District.

Next, the Board discussed the Office Remodel. Mr. Ian Kuchenski stated that the water heater has been placed. Mr. Ian Kuchenski will make sure that the water is on and all plumbing works. Mr. Grace has gotten bids for the office expansion and is looking at other bids. With all the projects Greenferry has, Chairman Tanner wants to table the office expansion until fall but Mr. Grace can still look at other bids.

Action: Mr. Ian Kuchenski will check that the plumbing works at the Greenferry Office. Mr. Austin will submit invoices to ICRMP for reimbursement.

Next, the Board heard from Mr. Austin on the Capital Improvement Plan Project List, stating it is a fluid list based on possible funding sources like the ARPA funds and development projects.

NEW BUSINESS

Next, Chairman Tanner discussed creating a Subcommittee to Review the Contractor Agreements. Chairman Tanner requested an executive meeting in April to review all Contractor Agreements.

Action: Mr. Austin will send the current contracts to all Board members.

Next, the Board discussed the Sewer Engineering Study budgeted for this fiscal year. Chairman Tanner suggested the District hold off until fall because there are many projects in the works. Chairman Tanner requested that the Board start meeting twice a month, at the first of the month and then at the regular Board meeting the 3rd Monday of the month. The Board then set a special meeting for April 6, 2022 at 2:00 PM, for an Executive Session to review Contractors Agreements and then to review Aspen Homes, Bella Ridge Easement, and Riverview Heights.

Next, the Board discussed the MIOX system. Mr. Ian Kuchenski stated that he was in favor of the MIOX system and Vice Chairperson Rassier stated that the salt component would be safer and more readily available than the current application of chlorine.

Action: Mr. Glessner will develop a cost estimate for installing a MIOX system and present it to the Board.

ADJOURN

Vice Chairperson Rassier motioned to adjourn the meeting and Mr. Grace seconded and the meeting adjourned at 6:04 pm.

Stephen Tanner, Chairman

John Austin, Manager/Debbie Swenson, Accountant

3/21/22 Greenferry Water System Report

A. Water Production/Consumption update.

2,466,000 gallons produced by the wells during January. This works out to 80,000 gallons per day or 204 gallons per day, per customer. (392 connections).

2,586,000 gallons produced by the wells during January last year. This works out to 83,000 gallons per day or 237 gallons per day, per customer (350 connections).

2,295,000 gallons produced by the wells during January 2 years ago. This works out to 74,000 gallons per day or 211 gallons per day, per customer. (348 connections)

2,355,000 gallons produced by the wells during January 3 years ago. This works out to 76,000 gallons per day or 222 gallons per day, per customer. (342 connections)

2,431,000 gallons produced by the wells during January 4 years ago. This works out to 78,000 gallons per day or 231 gallons per day, per customer. (339 connections)

2,754,000 gallons produced by the wells during January 5 years ago. This works out to 89,000 gallons per day or 265 gallons per day, per customer. (335 connections).

B. General issues.

1. Booster station well meter repair.
2. Bella Ridge fence installation update.
3. Bella Ridge electric project.
4. Approval of office/bathroom remodel design (main agenda).
5. Update on Riverview Heights (Roger, Ian).
6. Generator update (Roger).
7. Well #3 update (Ian/Roger/Ashley).
8. Bayshore project update (main agenda).