

**GREENFERRY WATER AND SEWER DISTRICT
MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING
May 16, 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, Dr. Bob Stiger, Secretary Treasurer Ron Utz and Vice Chairperson Carol Rassier were present at the Greenferry office. Staff present were Stephanie Mueller and John Austin, Managers, Bob and Ian Kuchenski, Water Operators, who all joined via Zoom and Debbie Swenson, Accountant, at the Greenferry Office.

OLD BUSINESS

Next, the Board heard from Mr. Bob Kuchenski on the Water Operator Report and the water usage over the last six years. Mr. Bob Kuchenski reported that the Greenferry Terraces contractor, LaRivierre, hit a line but got it repaired. The meter set boxes that were ordered for the Terraces project are Mueller's and not to Greenferry standards and need to be returned. Mr. Ian Kuchenski will locate for Greenferry lines for LaRivierre. Mr. Bob Kuchenski stated that the 2021 Annual Water Quality Report will be available after June 20, 2022 meeting on website and by written request. Dr. Stiger motioned to accept the Operator Report and Mr. Grace seconded the motion.

Action: Ms. Swenson will put a remark on June billing cards about the availability of the 2021 Annual Water Quality Report. Mr. Austin will place it on the website when ready.

Next the Board reviewed the minutes of previous meetings from March 21, April 6, April 13, April 18, April 25 and May 9, 2022. The minutes were approved following a motion by Mr. Grace and seconded by Dr. Stiger.

Next the Board reviewed the Financials, Invoice and Delinquent Lists. Vice Chairperson Rassier asked what the Bank Service Charges were for and Ms. Mueller replied that they are for the mailed Bank Statement. The Financials, Invoice and Delinquent List were approved following a motion by Secretary Treasurer Ron Utz and second by Vice Chairperson Rassier.

Next the Board was updated on the Well #2 pump. Mr. Bob Kuchenski said he thinks the Pump may be failing and Mr. Glessner agreed. Mr. Ian Kuchenski received an estimate to replace the Pump from RC Worst for \$24,540.00. RC Worst would evaluate the screen when replacing the pump to see if the screen is clogged. Mr. Ian Kuchenski reported that the District is still waiting for the Variable Frequency Drive (VFD). Mr. Bob Kuchenski said that Bigfoot is waiting for RC Worst to get their work done first before they install VFDs. Mr. Bob & Ian Kuchenski will take the lead on assuring the VFDs are installed by Big Foot as soon as possible. Mr. Glessner said Well #1 can be done now. Chairman Tanner requested Mr. Bob Kuchenski to call RC Worst and see if they could evaluate the Pump for Well #2.

Action: Mr. Bob Kuchenski to call RC Worst schedule a Well #2 Pump evaluation and get the VFD for Pump #1 installed.

Next the Board discussed Action items from their meetings and how to track.

Action: Mr. Austin will design a spreadsheet for action items.

Next Mr. Glessner updated the Board on Wells Pump Testing. The test did not get completed for the full 24 hours. Chairman Tanner would like Mr. Glessner to invite Idaho Department of Water Resources' Daniel Sturgis to attend the June Board meeting to discuss if there is enough data to proceed without further tests.

Action: Mr. Glessner will invite Mr. Sturgis to the June regular meeting.

Next Mr. Austin reported on the Water Facility Plan and that June 13, 2022 at 5:00 PM was the coordinated time for meeting. The meeting will be in person only and Mr. Austin will check with the Post Falls Senior Center for availability.

Action: Mr. Austin will schedule a public meeting for June 13, 2022 at the Post Falls Senior Center.

Next the Board heard from Mr. Glessner on the Bella Ridge Reservoir Project. Mr. Glessner stated he is still waiting for legal counsel Andy Doman to review the CCR's on the easement. Mr. Glessner also found out that Kootenai Electric Cooperative (KEC) has relevant easement documents, which he is investigating as to whether the District could use.

Action: Chairman Tanner directed Mr. Glessner to have Mr. Doran wait before reviewing the CCR's until Mr. Glessner can determine if KEC's easement will suffice for the District.

Next, there were no new updates on the Level II Nutrient Pathogen Evaluation for Bayshore Estates but staff will continue to monitor the development.

Next the board heard from Mr. Glessner on Riverview Heights. Mr. Glessner said the Hydrant Repair has been delayed but that Aspen Homes has agreed to pay for the repair. He said Aspen is not willing to pay for the customer's meter that froze. Mr. Glessner has not received any documentation to allow for the District's acceptance of the system.

Next the Board discussed the Office Remodel. Mr. Grace stated that it is still on hold but noted he and Mr. Austin worked with Mr. Bob and Ian Kuchenski on a cleanup of back room.

Next, there were no new updates on the MIOX chlorination system.

Next the board heard a further update from Mr. Glessner on the Greenferry Terraces Project. Mr. Glessner reported that the contractor has started the project. La Rivierre stated laying pipe on Riverview because Post Falls Highway is planning on doing a pavement overlay. They will then move to Greenferry for the bypass then on to Kelly and Patrick Roads and Michael Way. He stated Bret and Rainbow Roads will be last.

Next, there was new update on the Kootenai County Emergency Aquifer Ordinance.

NEW BUSINESS – ACTION ITEMS

Next, the Board heard from Mr. Ian Kuchenski on a Valve Issue on Riverview and Greenferry roads, which was repaired.

Next, the Board discussed staff's recommendation of a Utility Assessment Fee. The fee would help to cover the considerable staff costs to review requests from Title Companies or individuals to determine the amount of outstanding debts to the District when properties change ownership. Ms. Mueller stated it averages nearly 4 hours to determine the amount, to ensure there is no liability to the District if the amount is incorrect. After discussion, Vice Chairman Rassier made a motion, seconded by Mr. Utz to set a Public Hearing for June 20, 2022 to review the recommended fee of \$200.00 per assessment, to be paid by the Title Company at closing or by the individual if no Title Company is used.

Next, the Board reviewed Section III – Rates and Payments Policy for a change to the amount of the hydrant meter rental fee, as the cost to replace the meter is over \$1,500. Mr. Utz made a motion, seconded by Vice Chairman Rassier, to set a Public Hearing for June 20, 2022 to review the recommended fee of \$1,500 per rental of the hydrant meter, from the current \$1,000..

Next, the Board reviewed Section II – Administrative Policy. Mr. Utz brought to the Board's attention a change to the language of Section E. (1) to allow staff to also sign checks, as designated by the Board. The matter was set for further review at the June 20, 2022 regular meeting.

ADJOURN

With no further business to come before the Board, Vice Chairperson Rassier motioned to adjourn the meeting. Mr. Grace seconded the motion and the meeting adjourned at 5:55 pm.

Stephen Tanner, Chairman

Stephanie Mueller and John Austin, Managers/Debbie Swenson, Accountant

5/16/22 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).