

**GREENFERRY WATER AND SEWER DISTRICT  
MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING  
August 15, 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 at the Greenferry Office  
Robert Stiger via Zoom

**Staff Attendance:**

District Manager, John Austin via Zoom  
Stephanie Mueller, Accountant via Zoom  
District Operators, Bob and Ian Kuchenski via Zoom  
Accountant, Debbie Swenson at the Greensferry Office  
District Engineer, Roger Glessner at the Greenferry Office

**Guests in Attendance:**

Dave Shults via Zoom  
Daniel Sturgis, Idaho Department of Water Resources at the Greenferry Office  
Tony Matson, Hayden Ross CPA via Zoom

**NEW BUSINESS**

Mr. Sturgis discussed the testing data for the two wells, as part of the Well #3 Project. He discussed his draw down data to determine the impact on the water source of the wells when both run. With limited data from the tests, he was able to determine several factors. He also recommended that the Department of Environmental Quality approve there being no additional tests. He responded to a question from Mr. Shults about the aquifer, saying the sole source designation is a federal determination. He said the boundary IDWR uses is the one approved by the State legislature. He said the 5-acre rule the county is considering has nothing to do with the IDWR, and is a local issue.

Next, the Board heard from Mr. Matson on the FY 2020-21 audit. He noted the Board may want to consider an increase in the O and M rate of \$35 since the Capital Reserve Fee is helping to cover the costs of maintenance. Although this is allowed for capital costs, an analysis of all operating costs would be vital to maintaining a healthy cash balance in the general fund. He noted that the internal control measures in place are vital and done very well, with the Board active in the review of financials and other matters.

**Action:** 1 Mr. Austin will post the audit on the website for the public to review.  
2-Mr. Austin will propose a method to the suggested analysis of all operating costs and report to the board. DUE DATE: Audit on the website by September 1, 2022, analysis of General Fund to the Board on September 19, 2022.

## **CONSENT AGENDA:**

Next, Mr. Utz made a motion, seconded by Mr. Stiger, to approve the Consent Agenda. Discussion ensued concerning the Financial Report, including having access to the bank accounts. All Board members will join staff in having access online. With no further discussion, the motion passed unanimously and the following were approved:

- Water Operator Report
- Engineers Report
- Welch Comer Status Report
- Financial Report, Invoice and Delinquent List Approval
- Approval of the Minutes of the July 18 and 25, 2022 Meetings
- Action List – Projects/Issues and Timelines For Action

**Action:** Mr. Austin will get access to the bank accounts for Board members and staff as directed. Dr. Stiger and Mr. Grace will update the Action List format. DUE DATE: August 19, 2022 for the access forms and September 19, 2022 for the Action List.

## **OLD BUSINESS**

Next, Chairman Tanner noted the Water Facility Plan is awaiting action on the environmental from Welch Comer Engineers. Chairman Tanner said to put on Agenda for September meeting. Action: Mr. Austin

Next, the Board received an update on the Greenferry Terrace Project from Mr. Glessner. Mr. Utz suggested that we bill LaRiviere for Mr. Austin's time at Highway District to reduce the cost of the road cuts. No action was taken.

Next, the Board heard from Mr. Glessner on the Bella Ridge Reservoir Power Issue. Chairman Tanner offered to contact Kootenai Electric Cooperative to begin work on getting power to the reservoir.

**Action:** Chairman Tanner will contact KEC about work at the reservoir and report to the Board. DUE DATE: September 1, 2022 for the KEC contact and to the Board September 19, 2022.

There was no update on the Level II Nutrient Pathogen Evaluation for Bayshore Estates.

Next, the Board heard from Mr. Glessner on Riverview Heights, and accepting the System. Mr. Austin stated an attorney for the developer is requesting a list of items remaining before acceptance. Ms. Mueller stated Blk 1 Lot 3 is the only lot left to pay Cap Fees. Ms. Mueller also needs a valuation of Riverview Heights.

**Action:** Mr. Glessner and Mr. Austin will provide the list to the developer's attorneys, with the due date of August 18, 2022. Mr. Glessner will get the valuation of Riverview Heights to Ms. Mueller. This action is complete see attached letter.

Next, the Board discussed the purchase and installation of a mixed oxidant generator (MOS) to replace the current chloride injection system. This system is sometimes referred to as a MIOX System named after a company that manufactures and installs these systems. This system is safer and less costly than the current disinfecting system. Installation of this system will require the redesign of the well house. Ms. Mueller noted the MIOS systems are safer for staff, and Mr. Bob Kuchenski noted it is difficult to move the 55-gallon barrels.

**Action:** Mr. Glessner will complete the design of the well house, while seeking funding from ARPA and/or IDWR. Due date: the fall of 2022. The deadline for LOI for ARPA funding is September 1, 2022, and Mr. Glessner will write the LOI.

Next, the Board discussed the Kootenai County Emergency Aquifer Ordinance. Mr. Shults noted the County Commissioners are holding a meeting on the issue on September 8, 2022.

**Action:** Mr. Austin will attend the September 8, 2022 meeting of the Commissioners on their consideration of the 5-acre rule for septic, and recommend that they work with other agencies on boundary revisions of the aquifer.

Next, the Board reviewed the Engineering Contractor Agreement, which Mr. Glessner has provided to the District's legal counsel, Andy Doman.

**Action:** Mr. Austin will confer with legal counsel on review of the agreement. Due date: August 18, 2022.

Next, the Board heard from Mr. Austin on Cross Flow Connection Compliance, noting that many in the District are still non-compliant. The Board authorized a letter to those not in compliance, with a deadline of the September Board meeting to comply, or have their water turned off, per the policy. A discussion about the situation indicated that some of the notices have not been sent to the District. The letter should address that issue and indicate that the customer should have received from the testing provider.

**Action:** Staff will send the letter to non-compliant cross flow residents. Due Date: August 22, 2022.

## **NEW BUSINESS – CONTINUED**

Next, the Board heard from Mr. Ian Kuchenski on New Pipe Locating Equipment. He said he would get a quote, which he felt should not exceed \$5,000.

**Action:** Mr. Ian Kuchenski will get a quote on the equipment. Due date: August 22, 2022.

## **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 7:10 PM.

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Stephen Tanner, Chairman

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