

**GREENFERRY WATER AND SEWER DISTRICT  
MINUTES OF THE SPECIAL BOARD OF DIRECTORS MEETING  
May 9, 2022, 2:00 PM**

**CONVENE MEETING AND ROLL CALL**

Chairman Stephen Tanner opened the meeting at 2:05 pm. A roll call confirmed Rex Grace, Secretary Treasurer Ron Utz, Vice Chairperson Carol Rassier, and Dr. Robert Stiger were present at the Greenferry office. Staff present were Managers Stephanie Mueller and John Austin and Water Operator Bob Kuchenski at office, while Accountant Debbie Swenson, Legal Counsel Andy Doman, Water Operator Ian Kuchenski, District Engineer Roger Glessner and Ashley Williams, Welch Comer Engineers joined via Zoom.

**OLD BUSINESS**

Ms. Williams updated the Board on the Water Facility Plan., She stated the District is required to submit an Environmental Impact study for the Plan if the District wants the cost to be reimbursed by the grant. She thought most of what is in the Plan will qualify as a Categorical Exclusion, with Findings of No Significant Impact (FONSI). The District will still be required to hold a meeting to allow comments from the public. Ms. Williams stated the cost of \$5,000 for a contract amendment would be reimbursable from the DEQ grant. The Board voted to approve the amendment to the Welch Comer contract to include the Environmental Impact study following a motion by Chairman Tanner and seconded by Vice Chairperson Rassier.

**Action:** Chairman Tanner will sign the Contract Amendment and Mr. Austin will work with Ms. Williams on a date for the public hearing, based on the availability of the Post Falls Senior Center.

Next, the Board heard from Mr. Glessner on the Terraces Project. The project will start with Riverview Drive and then to all intersecting crossroads. Mr. Glessner stated that the vendor sent an email with price increases for pipe. Vice Chairperson Rassier requested that Mr. Glessner obtain all pipe invoices from the vendor for Board review.

Next, Mr. Glessner reported on the Well Pump Test status. The test is scheduled for May 11 through May 13.

Next Mr. Glessner updated the Board on the Bella Ridge Easement and related that Kootenai Electric Cooperative (KEC) will do a walk through on May 12th. Once the District has the Easement in place, KEC will produce a contract with the associated cost. Mr. Glessner said Mr. Samways has requested power and a second water meter. Mr. Austin reminded the attenders that the District's policy allows only one meter per parcel and as for electric, Mr. Samways will have to contact KEC. Chairman Tanner spoke with Sarah Loader regarding the Bella Ridge Homeowners Association (HOA). The HOA requested that they want to be informed about the easement and Chairman Tanner said email correspondence would suffice for the HOA to send them a copy of the meeting minutes. The email address is [jangera@centurymgt.com](mailto:jangera@centurymgt.com).

Next, the Board heard from Mr. Gessner on the status of accepting the Riverview Heights water system improvements. He stated he does not have all the documents needed for sign off from Aspen Homes.

## **EXECUTIVE SESSION**

The Board entered Executive Session at 3:04 PM. A roll call was taken and Chairman Tanner, Mr. Grace, Vice Chairman Rassier, Secretary Treasurer Utz and Dr. Stiger attended, along with staff Ms. Mueller, Mr. Austin and Mr. Bob Kuchenski. Mr. Doman attended via Zoom.

The Board exited Executive Session at 5:31 PM via a motion by Dr. Stiger and second by Mr. Grace. A roll call was taken and the motion passed unanimously.

## **NEW BUSINESS**

The Board then discussed the issues from Executive Session, including changes to the Integrity Water Management agreement.

### **Actions**

- 1.** The Board will change the procedure for preparing the minutes for board meetings, with the goal of simplifying the process.
- 2.** The Board also directed the staff to prepare a public hearing on a real estate transaction fee of \$200.00, the cost to do the assessment when properties change owners, for June 20, 2022, at 6:00 PM.
- 3.** The Board also directed there be a review of the Policies, Section III and Section IV, per the request of Mr. Utz at the next regular meeting of the Board.

The Board then discussed holding off on the office remodel until a later date due to budget concerns, but to continue with the cleanup of the back room as scheduled.

## **ADJOURN**

Vice Chairperson Rassier motioned to adjourn the meeting and Mr. Grace seconded and the meeting adjourned at 5:40 PM.

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Stephen Tanner, Chairman

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John Austin, Manager/Debbie Swenson, Accountant