

**GREENFERRY WATER DISTRICT**  
**REGULAR MEETING OF THE BOARD OF DIRECTORS**  
**February 17, 2020 6:00 PM, District Office, Coeur d'Alene, Idaho**

**CALL TO ORDER AND ROLL CALL**

Chairman Stephen Tanner opened the meeting at 6:00 PM. A roll call confirmed that Ron Utz, Bob Foster, Carol Rassier and Mary Cusack were also present. Staff present were John Austin, Manager, Bob and Ian Kuchenski, Water Operators and Roger Glessner, Engineer. Guest were Ben McGaughey, Kent Lunders and Mike Ferry.

**PUBLIC COMMENTS**

Mr. Ferry asked about the Bayshore Estates preliminary plat going before a hearing on March 19, 2020. Mr. Austin explained that the applicant is Jess Goetz but if approved Cliff Mort will purchase the plat and be the developer of record.

Mr. Lunders asked about the conditional will serve letter issued to the Bayshore Estates developer. He also asked about the septic issue and the impact of 57 of them over the District's water source. Ms. Cusack said the District was on record against the density but the county approved it anyway. As such, the District is expected to provide water, as long as it is available.

**OLD BUSINESS**

Next, Ms. Cusack made a motion to amend the agenda to consider the minutes of the January 28, 2020 meeting, which was approved following a second by Mr. Utz.

Next, the Board considered the minutes of the December 16, 2019 regular meeting, which were approved following a motion by Mr. Utz and second by Ms. Cusack. Next, the Board considered the minutes of the January 28, 2020 special meeting, which were approved following a motion by Mr. Utz and second by Ms. Rassier. Next, the Board considered the minutes of the February 11, 2020 special meeting, which were approved following a motion by Ms. Rassier and second by Mr. Utz. Next, the Board considered the minutes of the January 20, 2020 regular meeting. The Board directed that staff provide the body of law allowing the Chairman to vacate the chair when necessary, and to have Canyon Towing provide a policy naming the District as an additionally insured. After discussion, the minutes were approved following a motion by Mr. Foster and second by Ms. Rassier.

Next, Mr. Kuchenski presented the Water Operator Report, including water usage over the last five years. He also mentioned possible service connections on Tanglewood.

Next, Mr. Austin presented the financial report (including the delinquent list) and the invoice approval list for January. The Board discussed the need to prepay some of the fixed invoices, such as Spectrum, to avoid late payments.

After discussion, the prepayment provision was unanimously approved, following a motion from Ms. Cusack and a second by Mr. Utz. Ms. Cusack asked about the \$7 limit on the 60-day notice by letter, so the Board directed that the policy be followed, and then reviewed at the March meeting. After discussion, the financial report, delinquent list and invoice approval lists were approved, following a motion from Ms. Rassier and a second by Mr. Utz.

## **NEW BUSINESS**

Next, the Board heard from Mr. McGaughey about designing a new website for the District. He discussed the process by making the website easier for staff to update. He talked about other upgrades including an online calendar and to make it mobile-friendly.

## **OLD BUSINESS**

Next, Mr. Austin updated the Board on the pending preliminary plat for Bayshore Estates as discussed earlier. He also discussed Aspen's reluctance to go to final plat until all improvements in the bond are constructed, based on the county's requirement to that effect. He said he had contacted the Bayshore Estates representatives about the possibility they may have capacity for the first phase (27 lots) of their subdivision if Riverview Heights fails to comply with their final will serve letter.

## **NEW BUSINESS**

Next, the Board discussed the timeline for the improvements, which are under design for a bid package. Mr. Glessner stated the one issue is the approval of the water facility plan by DEQ, which is expected by the end of March. He also discussed the need for a Preliminary Engineering Report (PER) for the improvements scheduled this year, including the 10" line through the Bayshore Estates property and the booster station to recharge the Highland Reservoir. After discussion, the Board directed that staff complete the PER and work with the developer on the location of the booster station. They also directed that staff stay on task to complete the construction project this year.

Next, the Board set a special call meeting for March 3, 2020 to consider the remaining policies and to discuss the website redesign. The Board directed that staff bring examples of annexation and connection policies.

## **ADJOURN**

With no further business to come before the Board, the meeting adjourned at 9:10 pm, following a motion by Mr. Foster and a second by Mr. Utz.

Respectfully Submitted,

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Stephen Tanner, Chairman

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John Austin, Manager/ Secretary