

**GREENFERRY WATER AND SEWER DISTRICT  
MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING  
October 28, 2024 3:00 PM, at the District Office and Via Zoom**

**CONVENE EXECUTIVE SESSION**

Dr. Bob Stiger made a motion at 3:00 PM to enter Executive Session at per Idaho Code 74-206 1(f) To communicate with legal counsel for the public agency and per Idaho Code 74-206: 1(a) To consider hiring a public officer, employee, staff member or individual agent. Sue Sloyka seconded the motion and it passed unanimously.

**Board in Attendance:**

Chairperson Carol Rassier  
Vice Chairman, Dr. Bob Stiger  
Secretary Treasurer Ron Utz  
Member, Rex Grace  
Member Susan Sloyka

**Staff in Attendance:**

John Austin, Manager  
Zachary Jones, Attorney Via Zoom  
Steve Tanner, Past Chairman of the Greenferry Board, and member of the Advisory Committee

The Board exited Executive Session at 4:00 PM, following a motion by Dr. Stiger and second by Mr. Grace, with a roll call confirming the motion passed unanimously.

**CONVENE REGULAR MEETING**

Chairperson Rassier then opened the Regular Meeting of the Board at 4:00 PM.

**Additional Staff in Attendance:**

Roger Glessner, Engineer  
Ian Kuchenski, Water Operator  
Bob Kuchenski, Water Operator via Zoom  
Sarah Loader, Advisory Committee via Zoom

**Guests in Attendance:**

Anissa Gamble, Robert Krohne, Pat Bethke, Janet Ammari, Grace Krohne, Peggy Moore, Penny Morgan, Lisa Gould, Riad Ammari, Mike Gould, Jacquelyn LaBenne, Mike Reynolds, Skip Elford, Kent Lunders.

## OLD BUSINESS

The Board then discussed the Bayshore Conditional Will Serve Letter. Chairperson Rassier answered a question from an attendee if the Board made a decision on signing the Letter. She said no action can be taken in Executive Session and they would discuss it in the open session later on the agenda.

## CONSENT AGENDA APPROVAL

Dr. Stiger made a motion, seconded by Mr. Grace, to approve the Consent Agenda. Discussion ensued on some of the following items.:

- Water Operator Report (attached)
- Engineers Report (attached)
- Advisory Committee Minutes (attached)
- Financial Report, Invoice and Delinquent List Approval
- Approval of the Meeting Minutes of the August 19 and September 16, 18 and 23, 2024 Meetings.
- Action List – CIP Projects/Issues and Timelines For Action

Following discussion, the Board unanimously approved the Consent Agenda.

## OLD BUSINESS

Next, the Board moved up the discussion of the Bayshore Estates Conditional Will Serve Letter. Questions from those residents in attendance asked how the Board can submit the Letter when there are issues evident to them on the Nutrient Pathogen Evaluation, Level II (NPE II). Mr. Austin stated what the District's attorney has advised, that the District has an obligation to provide water to any request that meets the legal requirements of the county. To deny the request, when IDEQ has approved the NPE could result in litigation. The Board then directed Mr. Austin to contact the developer's representative about attending a meeting with two Board members. The Board agreed that Chairperson Rassier and Vice Chairman Dr. Bob Stiger would attend that meeting with Mr. Austin.

**Action Item:** Mr. Austin will ask the Bayshore developer to attend a meeting to discuss the Conditional Will Serve Letter.

**Due Date:** November 1, 2024

Next, the Board considered the Well #1 Replacement Motor. Mr. Glessner was asked about the status of the water right in the District, if both new pumps are operating and if the District has a water right to serve the Bayshore Development. Mr. Glessner said with the upgrade to the redundant Well #1 motor and pump that the District would have 200 additional hookups available.

The Board then discussed the Well House Expansion, which had the footings poured this week and is moving along.

Mr. Austin thanked the Community Development Department at the county for waiving the majority of the permit fees for the project, at his request, saving the District \$1,800.

The Board then discussed the Septic Management Program and possible policy to implement the plan. Dr. Stiger asked to look into policies, which Mr. Austin said the City of Dalton Gardens has. He will get the policy for the Production Committee to review.

**Action Item:** Mr. Austin will get the Septic Management Policy from the City of Dalton Gardens.

**Due Date:** November 1, 2024

## **NEW BUSINESS**

Next, the Board discussed an action item from the Executive Session.

**Action Item:** Dr. Stiger said he would contact a senior hydrogeologist about working with the District to review the studies that have been completed including the latest Nutrient-Pathogen Evaluation (NPE). The intent is to give the Board input on the impact for the proposed 57 Septic systems on the safety and quality of the District's water.

**Due Date:** October 29, 2024.

Dr. Stiger and Chairperson Rassier will also attend the November 6, 2024, Aquifer Protection Board meeting.

## **ADJOURN**

With no further business to come before the Board, the meeting adjourned at 5:35 pm.

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Carol Rassier, Chairperson

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John F. Austin, Manager

## 10/28/24 Greenferry Water System Report

### A. Water Production/Consumption update.

12,717,000 gallons produced by the wells during September. 8,174,000 gallons registered through customer meters.\* This works out to 410,000 gallons per day or 1,043 gallons per day, per customer. This equals 4,543,000 gallons or 36% unaccounted for water lost (393 connections).

\*Some cellular meters on Michael Way are not reading, as the last of the new, stronger antennas are being installed.

8,322,000 gallons produced by the wells during September last year. 6,342,000 gallons registered through customer meters. This works out to 211,000 gallons per day or 538 gallons per day, per customer. Unaccounted for water lost is 1,980,000 gallons or 24%. (392 connections).

11,552,000 gallons produced by the wells during September 2 years ago. 10,158,000 gallons registered through customer meters last year. This works out to 308,000 gallons per day or 786 gallons per day, per customer. Unaccounted for water lost is 1,394,000 gallons or 12%. (392 connections). Most of the unaccounted for water loss can be contributed to multiple line breaks as a part of the Terrace's project.

10,180,000 gallons produced by the wells during September 3 years ago. 7,641,000 gallons registered through customer meters. This works out to 246,000 gallons per day or 629 gallons per day, per customer. This equals 25% unaccounted for water lost or 2,539,000 gallons. (392 connections).

11,388,000 gallons produced by the wells during September 4 years ago. 9,297,000 gallons registered through customer meters. This works out to 310,000 gallons per day or 886 gallons per day, per customer. This equals 18% unaccounted for water lost or 2,091,000 gallons. (350 connections)

### B. General issues.

1. Security camera update.
2. Lead/Copper service line report update.
3. Kootenai Electric surge tripped well #1 & faulted the Cla-Valve on well #2.

**Greenferry Water and Sewer District**  
**October 18, 2024**  
**Engineers report**

**Well 2 project:**

Franklin Motors has determined the well 2 pump motor will be covered under warranty. I have contacted RC Worst and they ordered the replacement. I also asked them to order the 20 ft x 8" piece of galvanized drop pipe for well 2.

**Well 1 project:**

I have nothing new on this project and have added notes from last month for reference.

This project has been scheduled to start after the first of the year. The pump will be pulled, a video of the well and screen will be taken and assessed. Once this is complete the well will be tested for draw down at a rate of 1200 gpm. We will be discharging the well water into the Spokane River. Once complete we will submit the information to DEQ then proceed to install a new pump and motor. The expected time to install the pump and motor is mid-March 2025.

**Well house electric service upgrade project:**

Well house main power upgrades are completed from the KEC transformer, to transfer switch, to generator. Everything is working as expected.

**Pump House expansion:**

We have confirmation that Kootenai County has everything to issue the building permit. Permit has not been issued pending information from the contractor and fee payment from the district. The permit contact is the district manager.

**Highland Reservoir:**

The district operator is scheduled to start lowering the reservoir water two weeks prior to the November scan date. I have added the notes from last month for reference.

We are set to scan the bottom of the Highland reservoir tank on the first of November. Several days are scheduled and they will work through the weekend. Aqua Drone is also set to assist on site and will be providing the district with a quote for this service submitted separately. Aqua Drone said they would like to provide the district with a proposal to grout in under the reservoir once the scan is completed. If needed. I hope to have this quote before the district board meeting.

**Terraces easement Project:**

We have completed the topographical survey of the alleys and provided drawings to the district. We did not locate enough property monuments to establish the actual location of the easement. We will need to increase our scope and cost to include calculating the record information for the effected lots and performing more field work to locate property monuments on the fronts of the lots. Also, the original plat for the Terraces did not specify a width on the utility easements so we will be able to place the easement as needed.

**Existing Drain Field Project:**

I am ready to increase the scope of the septic and drainfields information to other areas of the district but will need authorization for the board. I have left the notes from last month for your reference.

I have compiled drain field information for lots located between Granit Point and Greenferry Road. This includes Driftwood Lane, Riverview and the entire Terraces subdivision. We have created a drawing listing the lots, current property owners and address. We are in the process of creating a spread sheet combining the district meter number and identifying each location with the type and approximate location of their drain field. Most drain fields appear to be in good standing. Some of the older systems have been updated.

**ADVISORY COMMITTEE  
MINUTES  
October 15, 2024, District Office 3:00 PM**

**Attendance:**

Manager John Austin, Sarah Loader, Steve Tanner, Pat Bethke, and Dr. Bob Stiger were in attendance.

**UPDATE ON PROJECTS**

**Aquifer Protection:**

Ms. Loader opened the meeting with a discussion on the Spokane Valley Rathdrum Prairie Aquifer. She stated any changes to the boundary would likely begin with the Aquifer Protection Board at Kootenai County. She said they are looking at changes to the SARA (Sensitive Aquifer Recharge Area), which would review the sources of water that feed the aquifer. She said any changes to the boundary would then need to be approved by the state legislature. Mr. Austin mentioned that could take at least a year and therefore would likely not change the zoning for the Bayshore Development. The committee then discussed other steps that could be taken. Dr. Stiger mentioned he had been in a meeting with the Panhandle Health District (PHD) to discuss a potential Septic Management Program. Mr. Austin noted that there is such a policy in place for the City of Dalton Gardens. Dr. Stiger cautioned that implementing a policy which could require routine pumping of the septic systems in the vicinity of the wells could be effective. But that issue would need to be thoroughly reviewed first by the Greenferry District Board of Directors. Mr. Austin shared that Roger Glessner said he and his staff have determined the location of known septic systems to better develop a policy for their management. The Committee agreed to be available to assist with the creation and implementation of a septic policy if the District Board requests that. Dr. Stiger then directed Mr. Austin to add the issue to the October 28, 2024 regular meeting of the GWSD Board.

**ADDITIONAL ISSUES/PROJECTS**

**Potential and Pending Grants:**

Ms. Loader and the Committee then discussed the SWEP grant for replacing 99 meters, which Mr. Austin noted may be postponed until funding for the current Capital Improvement Project (CIP) is identified. The Committee then discussed potential future grants, including the SWEP next phase, to include the alleys between Bret and Kelly and Bret and Rainbow. Mr. Austin reported that Mr. Glessner and his staff are surveying the alleyways to determine the easements so improvements to the main lines and their meters can be a part of the SWEP grant. Ms. Loader said it would be good to have those identified in time for the next phase deadline in January 2025 and the Committee agreed.

The meeting adjourned at 5:00 pm.