

**GREENFERRY WATER AND SEWER DISTRICT
MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING
November 25, 2024 4:00 PM, at the District Office and Via Zoom**

Chairperson Carol Rassier opened the meeting at 4:00 pm.

Additional Board in Attendance:

Vice Chairman, Dr. Bob Stiger
Member, Rex Grace
Member Susan Sloyka

Staff in Attendance:

John Austin, Manager
Roger Glessner, Engineer
Bob Kuchenski, Water Operator
Ian Kuchenski, Water Operator
Debbie Swensen, Accountant

Guests:

Sierra Jordan, Advisory Committee Chairperson
Brenda Smits, Coleen Sharp and Susan Whittier

PUBLIC COMMENTS

Ms. Whittier addressed the Board about the issues with the Highland Reservoir when it was drained for the inspection. Chairperson Rassier then brought the Action Item from Old Business. Mr. Ian Kuchenski noted the issue with the booster pump that was causing the problem and recommended moving the old pump to the lower reservoir and asked if the homeowners would approve the removal of old dead trees on the site, which they agreed to.

Action: Mr. Ian Kuchenski will move the old pump or acquire a new pump to the lower reservoir to improve the water flow to the homeowners. He will determine the costs and proceed, up to a cost of \$5,000.

Due Date: November 30, 2024

CONSENT AGENDA

Dr. Stiger made a motion to approve the Consent Agenda. Mr. Grace seconded it.

Discussion ensued on the following issues:

- Water Operator Report (attached)
- Engineers Report (attached)
- Advisory Committee Report (attached)
- Financial Report, Invoice and Delinquent List Approval
- Approval of the Minutes of the October 28 and November 18, 2024 meetings
- Action List, CIP – Projects/Issues and Timelines For Action

The Board then took the following action:

Action: Mr. Ian Kuchenski will contact Bigfoot about detailing their invoices for the generator project, prior to the issuance of the final payment request of \$15,000.

Due Date: December 1, 2024

The Consent Agenda was then approved unanimously.

OLD BUSINESS

The Board discussed the Well #1 Replacement Motor, which was received and is in the shop. The motor and pump will be installed and tested in the spring of 2025, once funds are received in January. Mr. Glessner noted the Preliminary Engineering Report (PER) for the project will be submitted for approval by DEQ.

Mr. Glessner then updated the Board on the Well House Expansion now underway by Calm Water Construction.. He said the walls are up and the roof is being removed at this time and will be replaced in the days ahead. Once the well house is dried in, Calm Water can pour the floor and begin the interior work. The Board also authorized Mr. Glessner to get the PER for the new piping in the wellhouse, once Well #1 is installed, tested and approved.

Action: Mr. Glessner will prepare the PER for DEQ approval for the new piping from the Well #1 and Well #2 and also for the 10" line to Kelly.

Due Date: March 1, 2025

The Board then again discussed the Highland Reservoir, with the good news from the analysis on November 1st that there are no visible cracks in the reservoir. Mr. Glessner recommends that the Board proceed in early 2025 with sealing the inside of the reservoir and refurbishing the exterior. He will solicit quotes for that project.

Action: Mr. Glessner will solicit quotes for the reservoir sealing and refurbishment.

Due Date: March 1, 2025

Mr. Austin then provided the sample policy from the City of Dalton Gardens on their septic management program. Ms. Jordan stated the Advisory Committee can help to adapt the policy for the District if that Board wishes.

Action: The Board directed the Advisory Committee to review the Dalton policy for recommendations to the Board.

Due Date: December 16, 2024

NEW BUSINESS

Mr. Austin then provided an analysis of the General Fund and the possible need to increase the \$35 monthly fee.

He noted it has been many years since the fee was increased and recommended that Board analyze the new contractor agreements to determine the impact on the budget, plus review the wintertime utilities to determine if the current fee is sufficient to cover costs.

Dr. Stiger then asked about the District's water right. Mr. Glessner stated the District has a water right for the amount of hookups generated by the Well #1 and #2 pump upgrades. He said a beneficial use for the higher water right could come from servicing the Reasonable Anticipated Future Needs (RAFNF) area that has been approved by DEQ.

ADJOURN

With no further business to come before the Board, the meeting adjourned at 6:25 pm.

Carol Rassier, Chairperson

John F. Austin, Manager

11/25/24 Greenferry Water System Report

A. Water Production/Consumption update.

5,107,000 gallons produced by the wells during October. This works out to 165,000 gallons per day or 420 gallons per day, per customer. (393 connections).

3,347,000 gallons produced by the wells during October last year. This works out to 108,000 gallons per day or 276 gallons per day, per customer. (392 connections).

4,344,000 gallons produced by the wells during October 2 years ago. This works out to 140,000 gallons per day or 357 gallons per day, per customer. (392 connections).

5,434,000 gallons produced by the wells during October 3 years ago*. This works out to 175,000 gallons per day or 446 gallons per day, per customer. (392 connections). *Bella Ridge reservoir has been overflowing at times due to no automated controls.

2,994,000 gallons produced by the wells during October 4 years ago. This works out to 97,000 gallons per day or 262 gallons per day, per customer. (370 connections)

3,247,000 gallons produced by the wells during October 5 years ago. This works out to 105,000 gallons per day or 300 gallons per day, per customer. (350 connections)

B. General issues.

1. Highland tank maintenance, inspection, subsequent service outages & repairs.
2. Aging Highland booster pump system.
3. Kootenai Electric surge tripped well #1 & faulted the Cla-Valve on well #2 overnight on October 5th.

Greenferry Water and Sewer District

November 18, 2024

Engineers report

Well 2 project:

I am waiting for a delivery date for the motor and pipe. I have included last month's notes for reference.

October:

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:

Completed

The generator will need the fuel spillage containment completed. The plan is to have the well house building contractor complete this.

Pump House expansion:

The foundation is complete, and I have provided several inspections to ensure the approved plans are followed. The contractor is working on the wall framing now and plans on starting the roof demo Tuesday the 19th. The electricians are on site pulling back the electrical and providing temporary power in preparation of the existing well house wall being removed. The contractor hopes to have the new roof on and building dried in by the end of this week.

Highland Reservoir:

GPRS has completed the scan of the reservoir floor and provided us with a report. They did not find voids in the concrete or the area beneath.

I also performed a visual inspection of the inside of the reservoir. The floor does have some cracking that appears to have been there for a long time. The cracks were not separated, indicating the concrete is reinforced and preventing further movement. The tank walls did not have visible cracking. The ladder is in great shape and looked to have been recently replaced. I recommend that the tank be emptied and cleaned and install a floor and wall liner. I will submit a complete report to the board.

Terraces easement Project:

I have provided the district with a topographical survey of the two easement areas and the project is on hold for now.

Existing Drain Field Project:

I have provided the district with a 90% complete spread sheet and map of the existing drain field and septic tank information. The project is on hold for now.

**ADVISORY COMMITTEE
MINUTES
November 12, 2024, District Office 3:00 PM**

Attendance:

Manager John Austin, Sarah Loader, Mike Reynolds, Steve Tanner and Pat Bethke were in attendance. Dr. Bob Stiger, Board Member, was also present.

UPDATE ON PROJECTS

Ms. Loader opened the discussion on the District Budget and Timing for Future Grants. The current phase SWEP meter grant is now likely pushed back to the summer of 2025, based on the extra costs the District has incurred in recent months. Mr. Austin said the next phase could be for 2026, with the application in the summer of 2025. District Engineer Roger Glessner will be completing his work on the alley access and easement issue early in 2025 so the planning can continue on replacing the meters and water mains for the second phase.

Mr. Austin then discussed the Highland Reservoir. He said an analysis last week showed no leaks, which was good news for the Board. They will still authorize staff to proceed with sealing the inside to prevent future cracks and also address issues with the outside of the reservoir.

Mr. Austin updated the Board on the Bayshore Development. He stated that he, Carol Rassier and Dr. Bob Stiger met on November 8th with the developers, and provided the Conditional Will Serve Letter to them. They expect the next step will be to the Hearing Examiner in early 2025 and then possibly to the Commissioners after that. Ms. Rassier and Dr. Stiger reiterated their concerns to them about the NPE II that was approved by DEQ. Dr. Stiger stated he'd contacted a Hydrogeologist but is aware that funding for any studies by the District is limited at this time. The Committee also offered to assist in the creation of a Septic Management Policy, with Ms. Loader providing a similar policy in the City of Dalton Gardens.

DEQ Source Water Modeling Report. The Committee then discussed the issues with the Modeling of Source Water. As a follow-up after the meeting, Mr. Tanner said he talked to Mark Elliot, the DEQ Source Water Protection contact. He said they will start making a list of systems for updated source water assessment updates in March or April. GF is scheduled to be on the list. However Mark said they wouldn't start on it until the new pump is installed in Well 1 and test pumped. He said he would reach out to Mr. Tanner when they make up the list to see if the work has been completed and to find out if there is additional information on the well or other hydrogeology reports they don't already have. I let him know that the upgrade of Well 1 may not be completed by spring unless the proposed Bayshore development moves forward or the district moves ahead on its own with the upgrade to the well.

The Aquifer Report Collection was then discussed by the Committee. It was noted the Aquifer Protection Board did not meet in November but is scheduled in December.

The meeting adjourned at 4:55 pm.