

**GREENFERRY WATER AND SEWER DISTRICT
MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING
June 17, 2024 4:00 PM, at the District Office**

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

Additional Board in Attendance:

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

Staff in Attendance:

John Austin, Manager
Stephanie Mueller, Accountant
Roger Glessner, Engineer
Bob Kuchenski, Water Operator
Ian Kuchenski, Water Operator via Zoom

Guests:

Sierra Jordan, Advisory Committee Chairperson
Mike Reynolds, Advisory Committee
Brittany Jensen
Billy Arnold

PUBLIC COMMENTS

The Board heard from Ms. Jensen on the high pressure at her residence in Riverview Heights and how it had damaged her irrigation system. Mr. Bob Kuchenski said it was caused by a failure of the PRV. The Board took the matter under advisement and will make a decision on funding the irrigation repair at their next meeting.

CONSENT AGENDA

Dr. Stiger made a motion to approve the Consent Agenda. Ms. Sloyka seconded it.

Discussion ensued on the following issues:

- Water Operator Report (attached)
- Engineers Report (attached)
- Financial Report, Invoice and Delinquent List Approval
- Approval of the Minutes of the May 20, 29 and June 11, 2024 meetings
- Action List – Projects/Issues and Timelines For Action

The Board discussed the Highland Tank project and directed staff to complete the form required for the Reservoir scan. Mr. Utz then asked about having a Special Meeting with staff to discuss issues with the financials. The Board then set a meeting for July 11, 2024 at 9:00 AM to discuss the issue with staff.

Mr. Grace then asked about having a meeting with staff and Dr. Stiger on the Capital Improvement Plan (CIP). The meeting was set for June 27, 2024 at noon.

The Board then took the following action:

Action: Mr. Glessner will complete the form for the Highland Tank Reservoir project. Mr. Austin will schedule a meeting for July 11, 2024 at 9:00 AM and staff will meet with Mr. Grace and Dr. Stiger on June 27, 2024 at noon, both at the office.
Due Date: June 25, 2024

The Consent Agenda was then approved unanimously.

OLD BUSINESS

Ms. Jordan then provided the Community Advisory/Action Committee Report. Mr. Austin stated the \$100,000 SWEP grant was awarded to upgrade 99 meters in the District. Ms. Jordan said she is working with Mr. Austin on the final submission of the Grant, for work to be done in 2025. Other items will be discussed under New Business.

Action: Mr. Austin will work with Ms. Jordan on the Phase I submittal and also on Phase II for additional meters in 2025.
Due Date: July 9, 2024

Mr. Glessner then discussed the Well #1 and #2 projects, stating that the Automatic Transfer Switch was installed.. He said routine tests of the Well #2 pump are pending approval from DEQ, at which time the pump can be run to the system. He said the Well #1 pump can be tested in the fall, when demand on the system is reduced.

Mr. Glessner then updated the Board on the Well House Expansion, noting the specs were ready and that the contractor could be approved over the next few weeks.

Mr. Glessner then noted the backup generator project was proceeding, with delivery during the week of June 24th. Bigfoot will complete their electrical install at that time.

NEW BUSINESS

The Board then discussed the de-annexation request from Mr. Tanner. The discussion centered on those properties without the same benefit as others; i.e. those that aren't within a reasonable distance from a fire hydrant. Mr. Austin said the issue is that any de-annexation from the District will shift those property taxes to the rest of the District properties, unless the \$400,000 annual levy was reduced. The Board added this issue to their July 11th Special Meeting agenda for further consideration.

Action: Mr. Austin will put this matter on the agenda for July 11, 2024.
Due Date: July 5, 2024

The Board then discussed the Fence and Security Cameras. Mr. Bob Kuchenski, Water Operator, introduced Mr. Arnold who presented his quotes on the locations.

With the better cameras at each of the locations, the cost would be over \$5,000. The Board took the issue under advisement for action at their July regular meeting.

The Board then discussed the Electrical Contractor RFP, with Mr. Austin asking if it's for all District projects or just the PLC project. Mr. Grace stated he felt it would be good to have quotes on the PLC project, along with information on those who'd be working on the PLC project. The Board could then later decide on the issue of a contract for all projects.

The Board then heard from Ms. Mueller on the Cross Connection Program. She stated there were around 55 properties she hadn't heard back from of the 185 letters sent out to residents known to have backflow devices. The Board directed that staff send a second letter to those 55 with turnoff if they haven't responded by July 10, 2024.

Action: Staff will send a second letter to non-compliant residents with backflow devices.

Due Date: June 21, 2024

As follow up to the issues discussed earlier, Mr. Austin then discussed the SWPP Grant Second Phase – Meter Selection and to Authorize ACE on the Alleys Easement Survey. The Board opted to place this issue in Phase III due in January 2025, because of the work required to get the easements surveyed and ready for meter upgrade and main line replacement. They will focus Phase II due on July 9, 2024 on meters to be replaced in 2026.

Action: Staff will provide a list of meters and their location on a District map to Mr. Austin and the Advisory Committee for Phase II meter upgrades in 2026. Mr. Glessner will provide a contract to begin the surveying of alley easements.

Due Date: July 1, 2024

The Board then discussed the DEQ Source Protection Grant – Potential Sewer Management Project for the FY 2025 projects. Mr. Tanner noted fencing other sites in the District won't be funded. He said DEQ would likely approve a septic management program so the Board directed that staff submit the DEQ grant request for a sewer management study and plan.

Action: Staff will develop a grant application to DEQ for the septic management plan.

Due Date: June 30, 2024

ADJOURN

With no further business to come before the Board, the meeting adjourned at 6:55 pm.

Carol Rassier, Chairperson

John F. Austin, Manager

6/17/24 Greenferry Water System Report

A. Water Production/Consumption update.

9,302,000 gallons produced by the wells during May. This works out to 300,000 gallons per day or 765 gallons per day, per customer. (392 connections). Winter production: 28,939,000 gallons produced by the wells from October through May. 18,117,000 gallons registered through customer meters. This equals 37% unaccounted for water lost.

9,940,000 gallons produced by the wells during May last year. This works out to 321,000 gallons per day or 819 gallons per day, per customer. (392 connections). Winter production: 35,947,000 gallons produced by the wells from October through May. 15,431,000 gallons registered through customer meters. This equals 57% unaccounted for water lost.

4,721,000 gallons produced by the wells during May 23 years ago. This works out to 152,000 gallons per day or 388 gallons per day, per customer. (392 connections). Winter production: 25,713,000 gallons produced by the wells from October through May last year. 12,842,000 gallons registered through customer meters. This equals 50% unaccounted for water lost. Note that over the winter, wells were test pumped into the river and the Bella Ridge reservoir overflowed at times due to controls issues.

10,962,000 gallons produced by the wells during May 3 years ago. This works out to 354,000 gallons per day or 989 gallons per day, per customer. (358 connections). Winter production: 33,353,000 gallons produced by the wells from October through May. 23,039,000 gallons registered through customer meters. This equals 31% unaccounted for water lost.

5,098,000 gallons produced by the wells during May 4 years ago. This works out to 164,000 gallons per day or 469 gallons per day, per customer. (350 connections). Winter production: 22,327,000 gallons produced by the wells from October through May last year. 14,455,000 gallons registered through customer meters. This equals 35% unaccounted for water lost.

8,588,000 gallons produced by the wells during May 5 years ago. This works out to 277,000 gallons per day or 808 gallons per day, per customer. (343 connections).

B. General issues.

1. 2023 Annual Water Quality Report
2. Update on river line issue.
3. Lead/Copper service line issues.

Greenferry Water and Sewer District

June 2024

Engineers report

Well 2 project

We had another trace chemical show up in one of the water sample tests. I talked to DEQ about it and Jim Williamson said he would talk to engineering to see if we will be required to take another sample. At the time of this report DEQ has not responded back to me.

I have continued to run the well 2 pump for 20 to 30 minutes twice a week.

Well 1 project

This project has been put on hold until next fall. ACE will submit the PER for this project to DEQ next week. We anticipate performing the well testing and pump replacement the winter of 2025.

Well house electric service upgrade project:

Bigfoot Technical Services has installed the conduit needed to set up the generator and the new 400 amp service. Idaho division of electrical permitting has inspected and Calmwaters (contractor) has backfilled. The concrete pads for the new ATS and Generator have been formed and rebar placed. I met with Bigfoot on site for a final inspection and we have given the contractor approval to place the concrete. They plan on pouring the concrete Monday 6-10-24.

Generator project:

The used generator is ready for delivery and the conduit and generator pad are being constructed. We can set the generator once the par concrete has cured but will need DEQ approval and the 400 amp and transfer switch electrical completed before we can put it in service. Plans and specifications have been submitted to DEQ for approval. I expect approval in two weeks.

Once approved, we will schedule for delivery of the generator and final electrical.

Pump House expansion:

We have not received any bids for the pump house expansion yet. Currently there are two contractors looking at them.

I have added the future water main to the plan showing it stubbed out under the new foundation and past the electrical conduit to avoid digging up the area later. I have had a meeting with DEQ on this so they understand our construction process while the review the plans and specifications.

Highland Reservoir:

I do not have any new information for this project. I have added the comments from last month.

I have reached out to contractors for updated cost to repair tank cracks, install a liner or sealer and to scan the bottom of the tank for cracks and voids.

I received a quote from GPRS for the subsurface scan yet. They have responded that it's \$9,150 to do the scan.

Aqua Drone has provided a quote to clean and seal the water reservoir cracks and apply a full liner. The liner will be a paint on product which is the same as we applied to the inside of the Snowshoe Recharge Reservoir. Attached is their quote.