

**GREENFERRY WATER AND SEWER DISTRICT  
MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING  
June 23, 2025 4:00 PM, at the District Office and Via Zoom**

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

**Additional Board of Directors in Attendance:**

Vice Chairman Dr. Bob Stiger  
Secretary Treasurer Susan Sloyka  
Director Rex Grace  
Director Sarah Loader

**Staff in Attendance:**

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

**Guests:**

Steve Tanner, Advisory Committee

**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 May 27 and 29 and June 3, 2025 meetings
- Action List, CIP – Projects/Issues and Timelines

**ACTION:** Mr. Austin will confirm with the auditors on the use of the Capital Reserve Fund, for covering the capital costs of the replacement of assets in the District. He will work with the Accountants to establish projects for each capital expenditure as part of the budget process.

**DUE DATE:** June 30, 2025

The Consent Agenda was then approved unanimously.

**OLD BUSINESS**

The Board next discussed Bayshore Estates. Mr. Austin stated has been in contact with attorneys for the property owner, who requested additional confirmation of their receipt of records via their public records request. The District's legal counsel has stated there is nothing in Idaho Code that requires the additional confirmation.

The Board also discussed retaining additional professional assistance on the issue of water capacity and impacts from all additional development in the District.

The Board then discussed the Septic Management Policy, which has been posted on the website along with information on the maintenance of septic systems. Dr. Stiger stated he is still working on the policy and provided a map of the Cedar Creek basin that is subject to a portion of the policy. The Board tabled the issue of setting the public meeting until the policy is finalized.

## **NEW BUSINESS**

The Board then discussed the Backflow Testing program, with Ms. Swensen noting the receipt of only 110 responses on the 400+ letters sent on the issue. The Board directed that staff follow the District policy of turn off letters for any residence not in compliance by the July meeting.

The Board then heard from Mr. Grace on the Capital Improvement Program, which he and Dr. Stiger and Mr. Austin and Mr. Glessner have been updating. The Board discussed the funding options of the CIP and the timeline for its implementation.

Ms. Swensen then gave an update of the 6+ letters sent to residents who had possible , leaks. The Board directed that their approval is necessary for one-half off residents' overage bill if repairs have been proven to have been made.

Mr. Austin then discussed the District Credit Card, which was received but has not been used to date. He said he is working with the transducers supplier, who required its use to complete the transaction. He noted for audit purposes and security that he is the only party authorized to use the credit card and will make a full accounting of all transactions.

## **EXECUTIVE SESSION**

The Board then entered Executive Session under Idaho Code 74-206 1(a) at 5:56 pm following a roll call that was unanimous. Mr. Austin and Mr. Tanner also attended.

The Board exited Executive Session at 6:50 pm following a unanimous roll call.

## **NEW BUSINESS - Continued**

The Board then took the following action from Executive Session:

**ACTION:** The Board will meet with two attorneys to consult on Environmental Law at a special Executive Session meeting on July 3, 2025 at 1:00 pm. Staff will develop a timeline on the Bayshore Development to share with the attorneys. A hydrogeologist will also be contacted by Dr. Stiger as further expertise on the matter is sought by the Board..

**DUE DATE:** July 3, 2025

## **ADJOURN**

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

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Carol Rassier, Chairperson

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John F. Austin, Manager

## **6/23/25 Greenferry Water System Report**

### **A. Water Production/Consumption update.**

9,738,000 gallons produced by the wells during May. This works out to 314,000 gallons per day or 799 gallons per day, per customer. (392 connections). Winter production: 24,083,000 gallons produced by the wells from October through May. 22,382,000 gallons registered through customer meters. This equals 1,701,000 gallons or 7% unaccounted for water lost.

9,302,000 gallons produced by the wells during May last year. 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 10,822,000 gallons or 37% unaccounted for water lost.

9,940,000 gallons produced by the wells during May 2 years ago. 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 3 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 12,871,000 gallons or 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 4 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 10,314,000 gallons or 31% unaccounted for water lost.

5,098,000 gallons produced by the wells during May 5 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 7,872,000 gallons or 35% unaccounted for water lost.

B. General issues.

1. Highland Booster pump has not had any faults since it was replaced on May 19<sup>th</sup>.
2. New chlorine line plumbed for well #2.
3. DEQ required well #1 samples taken. All tests have passed, except that we are still waiting for the radiological results which we may not receive until the end of July. Toluene was detected at .58 ug/L with a minimum detection level of .50 ug/l. The Maximum Contaminant Level allowed is 1,000 ug/L.
4. 2024 Annual Water Quality Report.
5. Exercising the well house generator under load conditions. Power Solutions should have this setup by the Board meeting to verify that the generator can support both wells running at the same time.

Greenferry Water and Sewer District  
June 19, 2025 (revised)  
Engineers report

**Well 1 project:**

The system operator has taken the required water sample with one unfavorable result. The result was within requirements, but DEQ asked for another sample to be taken. The detected chemical is Toluene and DEQ explained they have seen it detected in several wells and are not sure why.

I forward DEQ's response to RC Worst who replied that they have not seen this and app products they use products rated for potable water systems.

I have not seen the results from the second sample test yet.

**Highland Reservoir:**

RC Worst installed the second new pump after the first one failed. The pump had issues with the fail-safe component in the booster station but has replaced this and everything seems to be operating correctly now.

We will still need to test the reservoir bypass valves prior to the reservoir being taken offline this fall.

**Well site generator fuel tank:**

I have tried getting information from online companies to order a 1000 gal. containment fuel tank but have not had much luck. Dale Roth, the generator technician, looked at the generator and suggested we abandon the in-frame tank. He said we would need a standpipe fitting for the new tank.

I received a call back from a company called Diversified Systems Idaho. They said they will get us a quote.

These are the specifications I gave them

1000 gal

double wall

draw fuel out of the top

fuel gauge (optional)

slab mount

They will try to get it for us by Monday, June 23, 2025, in the afternoon but it will likely be mid-week.

**ADVISORY COMMITTEE MINUTES**  
**June 10, 2025, District Office 3:00 PM**

**Attendance:**

Manager John Austin, and Committee Members Mike Reynolds, Pat Bethke and Steve Tanner were in attendance along with Board member Sue Sloyka and Sarah Loader, who remained as Chairperson. New member Gene Pietila joined the meeting at 3:40 pm and was welcomed by the Committee.

**OLD BUSINESS**

Ms. Loader noted she was recently sworn onto the Board and they designated her to remain on the Committee. Dr. Bob Stiger has stepped down so as to avoid a quorum with Ms. Sloyka.

Ms. Loader then discussed the meeting organization, and the need to keep on track with the agenda. That way the Committee should be able to get through the agenda in a timely fashion.

Mr. Austin then gave an update on the Water District, including the final inspection of the Well House that occurred on June 5<sup>th</sup>. He said the District is still awaiting the approval of the Well #1 pump, but noted it has been brought online on account of the hot weather. He stated one user used 16,000 gallons of water on June 9<sup>th</sup> and the reservoirs were low at 7 am.. Mr. Reynolds recommended and the Committee agreed that the District create a procedures manual for all functions (for example, referencing transfer switch operation and bypass valving at the Cedar Creek station) so that issues that have arisen with the high usage the last two days can be resolved by multiple personnel. Mr. Reynolds also recommended developing a maintenance schedule, including valves, hydrants and generator maintenance and the personnel responsible for the tasks. Mr. Austin said the Highland Booster pump was installed but it was a control issue and has been fixed.

The committee then discussed the SWEP Grant for the alleys between Kelly and Bret and Bret and Rainbow. Ms. Loader mentioned she checks the funding for future phases and they are still pending.

**NEW BUSINESS**

The committee then discussed improving communications and doing so in phases. . They first discussed the District website. She presented the website to see if there is a better way to communicate with residents. She then showed examples of other districts' websites. The Committee agreed to look at improving the current website or replacing it with one that better communicates with residents. An example is "Eye on Water" feature at North Kootenai Water, which allows residents to view their own water usage (if WaterScope is available).

The committee then had an open discussion on other issues. The Committee discussed having a maintenance schedule for the operators, including the exercising of valves and hydrants. Mr. Austin said the operators could include that schedule on their weekly reports on projects they'll be working on each week.

The Committee also discussed the water hydrants by meters. Mr. Reynolds said not everyone in the Greenferry Terraces project wanted the hydrant, since they are by the meters and could be accessed for those wanting to steal water. Mr. Austin noted it was a design feature from the engineers/water operators so they could test random samples from households. Many residents opted not to get the hydrants, which is why there are so many in the shop ready for surplus.

The meeting adjourned at 5:14 pm.