

**GREENFERRY WATER AND SEWER DISTRICT  
MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING  
July 28, 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 Sarah Loader

**Staff in Attendance:**

John Austin, Manager  
Roger Glessner, Engineer  
Bob Kuchenski, Water Operator  
Ian Kuchenski, Water Operator (Via Zoom)  
Debbie Swensen, Accountant

**Guest:**

Jane Morgan, Resident (Via Zoom)

**CONSENT AGENDA**

Ms. Sloyka made a motion to approve the Consent Agenda. Ms. Loader 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:** Staff to work with delinquent accounts before certification, following a motion by Ms. Loader and second by Dr. Stiger. Motion approved unanimously. Mr. Austin will also update the minutes from the July 3, 2025 meeting to clarify the attorney qualifications. Staff will also send letters and post notices of turnoff for those non-compliant by August 21, 2025.

**DUE DATE:** July 31, 2025

The Consent Agenda was then approved unanimously.

**OLD BUSINESS**

The Board then discussed Bayshore Estates, and directed Mr. Austin to contact the developers on their plans, per the recommendation of legal counsel.

The Board then discussed the Septic Management Policy and tabled the action to Set the Public Hearing. The Board discussed asking legal counsel about the legal boundary of the aquifer and any case law on the boundary. Mr. Austin will discuss the issue with the attorney and the cost to investigate the issue.

## **NEW BUSINESS**

The Board then discussed the Transducers Install, which will occur this week. Project #18 will be reflected for this project.

The Board then discussed the SWEP Grant. Ms. Loader and Chairperson Rassier and Mr. Austin discussed the Revision of the Grant, which the grantee will allow. It entails moving the Highland Reservoir lining to the spring of 2026. The Board then discussed the purchase of all of the meters required for the 271 to be installed via the grant.

Chairperson Rassier discussed meeting twice a month as a Board, on the second and fourth Mondays. After discussion, the Board approved the two meetings per month, at 4 pm and Mr. Austin will post the change on the website.

The Board then adopted the Preliminary Budget FY 2025-26 and set a public hearing for August 25, 2025 at 4 pm, following a motion by Ms. Sloyka and second by Dr. Stiger.

The Board then discussed the Well Meters needing replacement, and directed staff to order the meters once the Board decides on the other issues prior to install.

Mr. Austin then discussed the Capital Improvement Plan, and how fluid the Plan is. He noted the change in the receipt of funds for the second half of the tax year. He noted how important the input is from the Production Committee and Board members.

The Board then discussed the office drop box and tabled it until the first regular meeting in August.

The Board then discussed the Reasonably Anticipated Future Needs (RAFN) issue. Chairperson Rassier noted that we should submit the RAFN once it's updated by Bob Haynes, following a motion by Dr. Stiger and second by Ms. Loader.

## **ADJOURN**

With no further business to come before the Board, the meeting was adjourned at 6:50 following a motion by Dr. Stiger and second by Ms. Loader.

## **7/28/25 Greenferry Water System Report**

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

18,092,000 gallons produced by the wells during June.\* 14,488,000 gallons registered through customer meters. This works out to 483,000 gallons per day or 1,229 gallons per day, per customer. This equals 3,604,000 gallons or 20% unaccounted for water lost (393 connections).

\*Note that the Highland tank was overflowing until the check valve was replaced on June 23<sup>rd</sup>.

13,247,000 gallons produced by the wells during June last year. 10,173,000 gallons registered through customer meters. This works out to 318,000 gallons per day or 809 gallons per day, per customer. This equals 3,074,000 gallons or 23% unaccounted for water lost (393 connections).

14,909,000 gallons produced by the wells during June 2 years ago. 13,832,000 gallons registered through customer meters. This works out to 481,000 gallons per day or 1,227 gallons per day, per customer. This equals 1,077,000 gallons or 7% unaccounted for water lost (392 connections).

7,497,00 gallons produced by the wells during June 3 years ago.\* 6,647,000 gallons registered through customer meters. This works out to 208,000 gallons per day or 531 gallons per day, per customer. This equals 850,000 gallons or 11% unaccounted for water lost (392 connections). \*Note that the Bella Ridge reservoir overflowed at times due to controls issues.

15,475,000 gallons produced by the wells during June 4 years ago. 14,708,000 gallons registered through customer meters. This works out to 474,000 gallons per day or 1,324 gallons per day, per customer. This equals 767,000 gallons or 5% unaccounted for water lost. (358 connections).

8,071,000 gallons produced by the wells during June 5 years ago. 6,225,000 gallons registered through customer meters. This works out to 208,000 gallons per day or 594 gallons per day, per customer. This equals 1,846,000 gallons or 23% unaccounted for water lost. The Riverview Heights project continues to account for a portion of the unaccounted for water lost through line flushing, etc. (350 connections)

### **B. General issues.**

1. Highland booster station pressure tanks checked for proper operations. No tanks have failed.
2. 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. Not received as of the date of this report. 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.

3. Well #2 maintaining reservoir levels. Reservoir lower in the early morning and recover by mid morning.
4. Annual samples due by the end of September.

## **Greenferry Water and Sewer District**

**July 11, 2025**

### **Engineers report**

#### **Well 1 project:**

The system operator has taken the required second water sample. The results have come back and there is a .5 detection of Toluene again. This is the lowest amount the test will pick up.

#### **Highland Reservoir:**

Nothing to report

#### **Well site generator fuel tank:**

We received a quote for the 1000-gallon fuel tank from Diversified Systems Idaho for \$5490.00.

The quote included:

1000 gallons

Double wall UL 142 certified

Skid mount

Float gauge

Vents

Fill cap

Shipping will be paid for at delivery

The quote is good until July 30<sup>th</sup> 2025.

#### **Well house expansion:**

We have answered Kootenai Counties questions and will send in building asbuilt drawings to complete the permit.

#### **Office subsurface sewer permit records:**

We have updated the office septic tank and drain field permit with Panhandle Health. The new filing included the location of the septic tank on the neighboring lot easement and 100 feet from the closest district well.

**Area Aquifer Map:**

We put together a map detailing the location of the district & district well site on an aquifer map from Kootenai county for the districts use. There are still some questions on the accuracy of the county map which we are looking into.

**Well pump production:**

The board has asked if we can increase the pump output by adjusting the variable frequency drive to deliver more water. I agree we can, but to not exceed 800 gpm due to the well house pipe size at this time. It will need to field verified but a frequency of 57 Hz should deliver close to 800 gpm.

**ADVISORY COMMITTEE MINUTES**  
**July 8, 2025, District Office 3:00 PM**

**Attendance:**

Manager John Austin, and Committee Member Pat Bethke was in attendance along with Board member Sue Sloyka and Chairperson Sarah Loader. New member Gene Pietila was not able to be reached.

**OLD BUSINESS**

Mr. Austin then provided updates on the Water District, stating the well house was completed and awaiting the Certificate of Occupancy, and the booster station pump at Highland was replaced and the controls updated. He also mentioned Jody Barden had joined the Board to replace Rex Grace who resigned. Mr. Barden will serve on the Production Committee with Dr. Bob Stiger. Ms. Loader mentioned the Board met with two environmental attorneys to advise the District on those matters. The selected attorney will work with staff and the Board on the issues pertinent to their expertise. She also noted she has been in contact with the Idaho Department of Water Resources to confirm that RAFN has not been approved. Mr. Austin confirmed the same that the RAFN has not been approved, based on issues outlined by Bob Haynes, the consultant hired for the submittal.

Next, the Committee discussed the Well Meter, and the cost to upsize it to 8". Ms. Loader said the Well 1 meter replaced the Well 2 meter and the Board reviewed the cost of the 8" meter, to align with the size of piping coming from the wells. The Committee recommendation is to have Roger Glessner and Gage Billingsley get together to determine the best solution to the meter issue.

Ms. Loader then discussed the SWEP Grant and that there's no change on the future funding. She also developed a list of meters to be replaced, for assignment to the Water Operators. She and Mr. Austin will meet with the Operators on the list. She recommended an ordering date for the Operators and a quote for 100 meters, on which there is a discount.

The Committee then tabled the Septic Policy that Dr. Stiger is working on. The Committee also tabled the discussion on the SARA, with the absence of Steve Tanner.

The Committee then recommended that Welch Comer provide a quote on the cost to update the Water Facility Plan with the pumping data and other elements needed.

The Committee then discussed the Website, and follow up on any comments. Ms. Loader mentioned adding the Bill Pay option online and also submitting their backflow tests to the website. Mr. Austin noted the Bill Pay option has been discussed in the past but not implemented due to the cost. He also mentioned the interface between the EasyBill system would need to be updated or replaced in order to allow customers to look up their bill via the website. The Committee also discussed having an option to log into their account and check their water usage, via WaterScope.

She also recommended that staff and the Board place the District's website on their correspondence. These recommendations will go to the Board at their July meeting.

## **NEW BUSINESS**

Under Open Discussion, the Committee questioned the Highland Reservoir as a prioritization, and are there other projects more pertinent. Mr. Ausitn said they can be discussed by the Production Committee on July 15<sup>th</sup>.

The Committee also recommended another hydrogeologist to study the pumping data. Steve Tanner had recommended Tom Mullen and Ms. Sloyka suggested Aspect Consulting in Washington.

The meeting adjourned at 4:45 pm.