

**GREENFERRY WATER AND SEWER DISTRICT
MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING
January 17, 2022, 4:00 pm, via Zoom.**

CONVENE MEETING AND ROLL CALL

Chairman Stephen Tanner opened the meeting via Zoom at 4:00 pm. The Greenferry Office was closed due to a water line break so the meeting was via Zoom only. A roll call confirmed Vice Chairperson Carol Rassier, Dr. Bob Stiger, Rex Grace and Secretary Treasurer Ron Utz were also present via Zoom. Staff present was John Austin and Debbie Swenson, Practical Accounting Solution Accountants and Roger Glessner, District Engineer, Bob and Ian Kuchenski, Water Operators, Integrity Water Management via Zoom and Ian Kuchenski via phone. Guests were Jim Siebe and Charley Dean from Gull Harbor off of Crystal Bay Road and Jane Morgan via Zoom.

OLD BUSINESS

Next, the Board reviewed the minutes of the meetings of the December 20, 2021 and January 5, 2022, which were approved with corrections following a motion by Vice Chairperson Rassier and seconded by Mr. Utz.

Next, the Board heard from Mr. Bob Kuchenski on the Water Operator Report and the water usage over the last six years. Mr. Ian Kuchenski reported on a water line break at the Greenferry Office and quote from Burke's Restoration. Total cost for demolition of the lavatory is \$1,728.30 and Mr. Ian Kuchenski will get a quote for cost to replace. Mr. Austin has an Insurance claim ready once all quotes are received. Mr. Utz motioned to accept the Operator Report and Mr. Grace seconded.

Action: Vice Chairperson Rassier directed Mr. Ian Kuchenski to get a quote for all work needed to repair the Greenferry Office lavatory.

Next, the Board reviewed the financial statements and delinquent list. Mr. Austin noted the amount of capital items for transfer from the Capitalization Reserve Fund of \$22,870.98, from a higher figure \$33,137.00. Ms. Swenson asked for authorization of a credit card to prepay utility costs and some small maintenance costs of the operators. The Board discussed the need for the credit card and directed that staff get a credit card, with the provision that no interest accrues on the credit card. With review of the delinquent list, Ms. Swenson asked the Board to consider a late fee. Chairman Tanner requested that all fees be reviewed at the March Board meeting.

Action: Mr. Utz made a motion, seconded by Vice Chairperson Rassier, to approve the financials, delinquent list and transfer from the Capitalization Reserve Fund, plus an authorization to get a credit card for staff and add Fees review to the March Board Agenda.

Next, the Board heard from Mr. Glessner on the Well #3 Site and having to wait until Spring for another test. Bigfoot corrected the wire issue for now.

Action: Mr. Glessner will invite Mr. Sturgis to February Board Meeting. Mr. Utz directed Mr. Glessner to get a project list with status breakdown for Greenferry projects.

Next, Mr. Austin reported on the status of the ARPA Grant. The Grant Committee are meeting January 19, 2022 to narrow the list to fund 8 projects and Greenferry should hear something within the next week or so. The projects Greenferry submitted are the Well Generators, Greenferry Terrace and Well House Expansion. Mr. Austin also noted that the projects do not have to be about Covid and has been expanded to include water and sewer expansion projects.

Next, the Board reviewed the letter written to Mr. Samways by Ms. Kling, attorney at Lake City Law regarding the easement on his property. Greenferry Water District has a new attorney Mr. Andy Doman with Lake City Law out of St. Maries as Ms. Kling is leaving Lake City Law. Chairman Tanner noted that he has made an appointment with the Blaylocks on January 20, 2022 at 2:00 pm. to discuss access to the Reservoir. Mr. Glessner and Mr. Austin will attend. Dr. Stiger motioned to send the letter and an advance email to Mr. Samways. Mr. Grace seconded it.

Action: Staff will send the letter and email to Mr. Samways.

New Business

Next the Board heard from Mr. Austin on Bond options and a decision needed to be given to Banner Bank now to lock in the 2.57% interest rate. After discussion ensued, Dr. Stiger made a motion to use Option 4, \$1.8 million at 2.57% interest for the Revenue Bonds to pay for the Greenferry Terrace and Bypass project. After the motion was seconded by Mr. Utz, the motion passed unanimously.

Next the Board reviewed a Memorandum Of Understanding for an annexation study, and heard from Mr. Austin regarding the request at Crystal Bay Road. Mr. Austin stated that each of the five (5) lots requesting preliminary engineering study for annexation will submit a deposit of \$1,000.00 and any cost above the \$5,000.00 will be borne by the applicants. Mr. Glessner stated that 3" main water line is unacceptable and would need to be upgraded. Chairman Tanner requested Mr. Glessner to come up with an estimate of what would be required and Mr. Glessner said he could have that done by end of February 2022. Dr. Stiger motioned to approve the MOU with approval from the attorney. After a second by Mr. Grace the motion passed unanimously.

Action: Vice Chairperson Rassier requested that Mr. Doman review the MOU.

Next the Board heard Mr. Austin's review of the Open Meeting Laws. The rule states that at least one elected official is required to be physically present at designated Board meeting locations, unless an emergency exists to prevent it.

ADJOURN

With no more business to come before the Board, Vice Chairperson Carol Rassier motioned to adjourn the meeting. Dr. Stiger seconded it and the meeting adjourned at 6:08 pm.

Respectfully Submitted

Stephen Tanner, Chairman

John Austin, Manager/Debbie Swenson, Accountant

1/17/22 Greenferry Water System Report

A. Water Production/Consumption update.

2,890,000 gallons produced by the wells during December.* This works out to 93,000 gallons per day or 237 gallons per day, per customer. (392 connections).*The well 2 water meter failed on December 22nd. The remainder of the month is an estimate for well 2.

2,068,000 gallons produced by the wells during December last year. This works out to 67,000 gallons per day or 191 gallons per day, per customer (350 connections).

2,426,000 gallons produced by the wells during December 2 years ago. This works out to 78,000 gallons per day or 223 gallons per day, per customer. (350 connections)

2,768,000 gallons produced by the wells during December 3 years ago. This works out to 89,000 gallons per day or 260 gallons per day, per customer. (342 connections)

2,351,000 gallons produced by the wells during December 4 years ago. This works out to 76,000 gallons per day or 224 gallons per day, per customer. (339 connections)

2,699,000 gallons produced by the wells during December 5 years ago. This works out to 87,000 gallons per day or 260 gallons per day, per customer. (335 connections).

B. General issues.

1. Failed Well #2 flow meter.
2. Bella Ridge fence quote discussion.
3. Bella Ridge electric project.
4. Water line break in bathroom (main agenda).
5. Update on Riverview Heights (Roger, Ian).
6. Generator update (Roger).
7. Well #3 update (Ian/Roger/Ashley).
8. Bayshore project update (main agenda).