

**GREENFERRY WATER AND SEWER DISTRICT
MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING
February 19, 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
Secretary/Treasurer, Ron Utz
Member, Rex Grace (Via Zoom)
Member Susan Sloyka

Staff in Attendance:

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

Guests in Attendance:

Sarah Loader
Mike Reynolds
Stephen Tanner
Gage Billingsley
Nolan Lyons

PUBLIC COMMENTS

Mr. Billingsley and Mr. Lyons discussed their background in electrical contracting, upon the invitation of Mr. Grace.

Action: Mr. Grace asked Mr. Billingsley if they could look at pump house operations to help identify controls.

Due Date: March 18, 2024

CONSENT AGENDA

Vice Chairman Dr. Stiger made a motion to approve the Consent Agenda. Ms. Sloyka seconded it. Discussion ensued on the following issues:.

- Water Operator Report
- Engineers Report
 - The Board discussed Old Business Item 3, and got an update on the Well 1 and 2 pumps. They also discussed Mr. Glessner requesting three bids for the new generator at the Well House, following a motion by Dr. Stiger and second by Mr. Utz.
- Financial Report, Invoice and Delinquent List Approval

- Approval of the Meeting Minutes of the January 15, 2024 meeting
- Action List – Projects/Issues and Timelines For Action
 - Chairperson Carol Rassier directed that the Highland Tank repair be placed on the March agenda.

The Board then took the following action:

Action: Mr. Glessner to get bids on the well house generator
Due Date: March 18, 2024

Action: Mr. Austin will place the Highland Tank reservoir repair on the next agenda.
Due Date: March 18, 2024

The Consent Agenda was then approved unanimously.

OLD BUSINESS

Ms. Loader then provided the Community Advisory/Action Committee Report. She stated the SWEP grant had to be resubmitted due to issues from the Grantor, which she and Mr. Austin completed on February 6th. Ms. Loader stated that the LID letter to customers is ready when the Board wants to move forward but the committee had discussed how many more connections after Well 2 work is finished. Mr. Glessner said he would have to reevaluate number of connections after pumps installed. Ms. Loader also discussed water rights and the DEQ Source Water Assessment Report. Vice Chairman Stiger suggested that the DEQ report be updated.

Action: Mr. Glessner to reevaluate the number of connections added after pumps installed.
Due Date: March 18, 2024

Action: Vice Chairman Stiger, Mr. Tanner and Ms. Loader will talk with DEQ about the Report and find out more.
Due Date: March 18, 2024

Mr. Austin discussed the easement issue with the neighbor west of the well house property. It was agreed that access will be limited to just Mr. Thurston or when District staff are available. At no time will be lock combination be shared with anyone else.

Action: Mr. Austin will continue to work with legal counsel on the easement agreement changes.
Due Date: March 18, 2024

Mr. Glessner updated Board on Well #1 and Well #2 Pumps saying that Well #1 and #2 pumps will be ordered by March and Bigfoot will get wiring done then. Well #1 test is scheduled to run for a week.

Mr. Ian Kuchenski gave an update on the fence, with work completed by the contractor. Mr. Austin stated the slats on the fence are not acceptable and recommended that Mr. Ian Kuchenski notify them of that.

Action: Staff to hold Idaho Fence final payment until Mr. Ian Kuchenski has resolved the slats issue with Idaho Fence.

Due Date: March 18, 2024

NEW BUSINESS

Chairperson Rassier discussed the pump house expansion and how it could be cost effective to expand at same time installing pumps because of space issues.

Action: Mr. Glessner to get quotes for expanding the well house.

Due Date: March 18, 2024

ADJOURN

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

Carol Rassier, Chairperson

John F. Austin, Manager

2/19/24 Greenferry Water System Report

A. Water Production/Consumption update.

2,746,000 gallons produced by the wells during January. This works out to 89,000 gallons per day or 227 gallons per day, per customer. (392 connections).

3,814,000 gallons produced by the wells during January last year. This works out to 123,000 gallons per day or 313 gallons per day, per customer. (393 connections).

2,466,000 gallons produced by the wells during January 2 years ago. This works out to 80,000 gallons per day or 204 gallons per day, per customer. (392 connections).

2,586,000 gallons produced by the wells during January 3 years ago. This works out to 83,000 gallons per day or 237 gallons per day, per customer (350 connections).

2,295,000 gallons produced by the wells during January 4 years ago. This works out to 74,000 gallons per day or 211 gallons per day, per customer. (348 connections)

2,355,000 gallons produced by the wells during January 5 years ago. This works out to 76,000 gallons per day or 222 gallons per day, per customer. (342 connections)

B. General issues.

1. Update on the Boise State/CORE proposal, District security analysis (Ian).
2. Wells 1 & 2 pumps update (main agenda, Roger).
3. SWEP update (main agenda).
4. Replacing multiple touch read meter registers have died (on Muledeer/Cedar Creek) as well as multiple old meters which can no longer be read. We have sent several to Metron-Farnier for warranty replacement.

Greenferry Water and Sewer District

February 2024 project progress list

Engineers report

Well 2 project

Well draw down test is complete, and the pump has been ordered.

Pump delivery date is expected to be the end of March.

We will have the pump installed right away with VFD and power and perform system check.

Bigfoot will install vfd prior to pump delivery.

Run pump for a minimum of 2 weeks prior to shutting down well 1.

See attached well 2 project management plan update.

Scheduled to be completed by the end of March 2024

Associated cost:

Bigfoot – upgrade vfd \$3000.00

Install vfd, connect to power, revise plc, run test \$7529.94

Empire – screen video, cleaning, well test \$38,200.00 Paid

RC Worst – set up for discharge to river \$2476.00

Revised quote \$80,437.67 1/16/24

Traffic Corp - \$1250.00 Did not use

Jade - \$500 Did not use

Well 1 project

We will plan on shutting down well 1, pulling the pump and performing a well draw down test. This test will be planned for a longer test, 3 days possibly.

We will be working with a Hydrogeologist for this well testing to review process and data and give recommendations. Cost for this service is unknown at this time.

We have an estimate from Empire for the well cleaning and draw down.

\$55,355.30

We have an estimate from RC worst to pull and reinstall well 1 pump. \$59,470.00

Pump one was already ordered at a cost of \$33,687.15

Bigfoot will provide cost estimates to install vfd, set up new controls. \$7529.94 est.

The cost for well 1 is significantly more due to the existing pump being a shaft drive and the well is located inside of the well house. We also can expect Empires' cost to be significantly more with a planned 3 day draw down test. Their bid for well development and standby is by the hour and their flow test is estimated at \$550 per hour at 52 hours.

Well development time should be the same at 3 hrs.

Schedule for this is mid April with a completion date of mid to late May.

Well house electric service upgrade project:

Bigfoot met with me on site and we discussed installing the 400 amp service which includes:

Distribution box, Main breaker for each well pump. We have not received a cost quote or time frame yet.

Generator project:

We have an estimate for generator and transfer switch. The generator is sized to run one pump at a time with all other facility power needs. Lead time on this generator is 40 wks and the estimated cost is \$77K.

The board will need to decide if they want to run one pump at a time or more before we can order the generator.

Bigfoot has given us a cost estimate to install the transfer switch and install wire from the KEC transformer to the building. We will need to get cost estimates for the needed excavation and a concrete pad for the generator.

The transfer switch, 400 amp service can be installed after well 2 pump has been installed but before well 1 pump.

Pump House expansion:

We have provided a plan for expanding the pump house and have asked several contractors to look at the plan to discuss the construction process in the hope that we can minimize construction cost.

There are several items for the board to look at that could reduce the cost.

1. Will there be a need to provide the extra room in the main pump house for future well 3 plumbing and controls? If this need is removed we could reduce the size of the main pump house by 8 feet.
2. Do we need to provide larger chlorine storage room for a future Miox system?

3. Should we incorporate containment in the concrete slab and foundation design or provide portable containment?
4. The current pump house ceiling is 8 ft. Does the board want to raise the ceiling height? If they do this will require the wall with the electrical on it to be demoed and rebuilt. This will increase the cost of the expansion.

Estimated cost of project - \$66,000.00

Funding for this project is partly through a \$24000 grant and the remainder from the district funds. Preliminary construction schedule for this is July 2024.

Project schedule:

Board plan decisions and complete design – Feb 26th

Submit to DEQ for review – March 1st – min 45 day review April 15th

Review bids, determine if we need to re-bid – April 22nd.

This timeline could be extended depending on the board decisions, funding and DEQ comments.

We will provide a cost loaded calendars for all listed projects in a separate submittal.

Advisory Committee Minutes February 13, 2024 Via Zoom

Committee Attendance:

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

Small-Scale Water Efficiency Projects/grants (SWEP):

Ms. Loader discussed the revised application submitted on February 5th, based on an error by the Grantor on required versus optional elements of the submittal. She and Mr. Austin worked on the 4th to revise the grant and included the late letter from the Congressmen from Idaho and a spreadsheet on the project costs. She said she expected to hear by the end of this month if the grant is denied, otherwise we move to the merit review which may be completed in April and awards announced at that time. The Committee discussed recommending an application debriefing with Reclamation once we know our status. She said the next grant submittal for the phase 2 is July 9th. The submittal shouldn't be difficult since it's mostly ready from phase 1.

Local Improvement District:

Ms. Loader noted the letter to residents is on hold until the capacity of the system is increased, following the install of the 125-hp pumps in both wells. Mr. Reynolds discussed the issue of the pumps and the VFD upgrades that are coming, and pressure issues in parts of Greenferry Terrace. He then led the discussion to limit the VFD output to or around 100hp, as this was to not over work the 125hp VFD if run in a continuous full load. Dr. Stiger discussed the testing of Well 1, and that a hydrologist could be brought on to determine the flow of the source water for the wells. Mr. Tanner and Mrs. Loader discussed and located the Source Water Assessment reports and models on the DEQ website, which the group then reviewed. It was noted the last assessment was completed about 16 years ago and that the state could be contacted to see if they would update the assessments. That study indicated the source water is from the Spokane River but the recharge area includes most of the area south of the river to Riverview. After discussion, the Committee recommended the Board make a formal request to DEQ for updating on the Source Water Assessment model for the District.

To the issue of capacity once the wells are upgraded, the Committee asked if Roger Glessner could address the issue at the next meeting. Mr. Reynolds made the point that changes to the system can have unexpected results in other areas of the system. Mr. Tanner mentioned a model Roger had been working on to check cause and effect type of scenarios. The Committee suggested the board may want to inquire about the status of the model and pursue this type of planning.

Other Business:

The Committee discussed suggestions for the Board regarding first steps towards sewer management such as adding a sewer section to the GWSD website with educational information on properly using septic systems and drain fields. Mr. Reynolds suggested the Board consider adding a comment to customer invoices if this information becomes available on the website.

The meeting adjourned at 5:30 pm.