

**GREENFERRY WATER AND SEWER DISTRICT
MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING
September 22, 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
Director Pat Bethke

Staff in Attendance:

John Austin, Manager
Roger Glessner, Engineer
Bob Kuchenski, Water Operator
Ian Kuchenski, Water Operator (Via Zoom)
Debbie Swensen, Accountant
Zach Jones, Legal Counsel
Brian Werst, Legal Counsel (joined at 5:00 pm)

Guest:

Rex Grace, Advisory Committee

EXECUTIVE SESSION - IDAHO CODE 74-206 1(f)

Dr. Stiger made a motion at 4:01 pm, seconded by Ms. Sloyka to enter Executive Session. A roll call vote was made and the motion was unanimously passed. All Directors, staff and the guest present at 4:00 pm were invited to the Session.

NEW BUSINESS

The Board exited Executive Session at 4:32 pm, following a motion by Ms. Sloyka and second by Dr. Stiger. A roll call vote was made and the motion was unanimously passed.

The Board then heard from Mr. Jones on the Open Meeting Law regarding subagencies under Idaho Code 74-206. Mr. Jones stated that based on his understanding of the District's committees, and void of District policy regarding subagencies, as long as no more than two Directors are present there is no legal requirement for subagency meetings to be subject to Idaho Code 74-206. He said, however, that a District policy could be developed to set the terms of subagency meetings which may change the legal requirements. The Board agreed to discuss this further at their next meeting.

CONSENT AGENDA

Dr. Stiger made a motion to approve the Consent Agenda, with the Advisory Committee Report removed and tabled to the next meeting of the Board. Ms. Loader seconded it and the motion passed unanimously.

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 August 25, September 3 and 8, 2025 meetings
- Action List, CIP – Projects/Issues and Timelines

ACTION: Mr. Austin will place the Advisory Committee Report on the Meeting for October 13, 2025.

DUE DATE: September 25, 2025

The Consent Agenda was then approved unanimously.

OLD BUSINESS

The Board then tabled the SWEP grant and the Reasonably Anticipated Future Needs update, as well as an update on the Water Facility Plan. The Board also tabled the discussion on the Section III policy amendments. All of the tabled items will be discussed at the October 13, 2025 meeting.

EXECUTIVE SESSION - IDAHO CODE 74-206 1(a) and (f)

Dr. Stiger made a motion at 5:00 pm, seconded by Mr. Bethke to enter Executive Session under Idaho Code 74-206 1 (a) and (f). A roll call vote was made and the motion was unanimously passed. Staff and Mr. Werst joined the Board for the meeting for subsection (f), but only the Directors were present for subsection (a).

Ms. Loader made a motion at 6:20 pm to exit Executive Session. Dr. Stiger seconded it and a roll call vote was made and the motion was unanimously passed.

NEW BUSINESS

The Board then discussed action to open all contracted positions in the District, beginning with the Manager.

ACTION: The Board will develop a Request for Proposal for the Manager's position for review by the entire Board.

DUE DATE: N/A

ADJOURN

With no further business to come before the Board, the meeting was adjourned at 6:20pm

9/22/25 Greenferry Water System Report

A. Water Production/Consumption update.

Undetermined gallons produced by the wells during August.* 15,677,000 gallons registered through customer meters. This works out to 506,000 gallons per day or 1,288 gallons per day, per customer. (393 connections).

*The well meter failed on July 19th. No further well #2 readings to date, awaiting repair kit.

17,422,000 gallons produced by the wells during August last year. 13,343,000 gallons registered through customer meters.* This works out to 460,000 gallons per day or 1,170 gallons per day, per customer. This equals 4,079,000 gallons or 23% unaccounted for water lost (393 connections).

*Some cellular meters on Michael Way were not reading, as the last of the new, stronger antennas are being installed.

17,868,000 gallons produced by the wells during August 4th to September 6th 2 years ago. 12,573,000 gallons registered through customer meters. Well production works out to 541,000 gallons per day or 1,380 gallons per day, per customer. Unaccounted for water lost equals 5,295,000 or 30% (392 connections).

15,480,000 gallons produced by the wells during August 3 years ago. 14,465,000 gallons registered through customer meters. This works out to 499,000 gallons per day or 1,273 gallons per day, per customer. Unaccounted for water lost is 1,015,000 gallons or 7%. (392 connections). This is down from 38% unaccounted for water loss or 5,822,000 gallons last month. This could be due to old meters being replaced by new, more accurate meters as a part of the Terrace's project.

15,749,000 gallons produced by the wells during August 4 years ago. 13,469,000 gallons registered through customer meters. This works out to 449,000 gallons per day or 1,148 gallons per day, per customer. This equals 2,280,000 gallons or 14% unaccounted for water lost. (391 connections).

18,707,000 gallons produced by the wells during August 5 years ago. 14,728,000 gallons registered through customer meters. This works out to 446,000 gallons per day or 1,274 gallons per day, per customer. This equals 3,979,000 gallons or 21% 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)

General issues.

1. DEQ requires Quarterly well #1 samples Toluene. All tests have passed, except that we are still waiting for the radiological results. 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. DEQ is now allowing us to operate well #1.
2. Both wells have been maintaining reservoir levels, even though the meter register on well #2 is broken. We still waiting for the arrival of the repair kit.
3. Annual samples due by the end of September.

Greenferry Water and Sewer District

September 14, 2025

Engineers report

Highland Reservoir:

I notified Aquadrone Marine to let them know the district will be postponing the Highland Reservoir liner project for now.

Well site generator fuel tank:

We received the fuel tank on 9/9/2025. Jade was there to unload it.

Jade also installed the fuel tank concrete pad the same day and will need to come back and set the tank once the concrete has had time to cure.

The next step is to get the tank plumbed into the generator.

Well house expansion:

We checked with Kootenai County for the final and certificate of occupancy of the well house. The permit is now marked approved as of 9/2/2025 by the building department. Kootenai County Fire and Rescue final inspection is still pending.

Updating the Facility plan:

ACE Solutions is in process of updating the facility plan.