

**GREENFERRY WATER AND SEWER DISTRICT
MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING
November 20, 2023 4:00 PM, at the District Office and Via Zoom**

Chairperson Carol Rassier opened the meeting at 4:08 pm.

Additional Board in Attendance:

Vice Chairman, Dr. Bob Stiger
Secretary/Treasurer, Ron Utz
Member, Rex Grace
Member Susan Sloyka

Staff in Attendance:

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

Guests in Attendance:

Sarah Loader (Via Zoom)
Mike Reynolds

CONSENT AGENDA

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

- Water Operator Report
- Engineers Report
- Welch Comer Status Report
- Financial Report, Invoice and Delinquent List Approval
- Approval of the Meeting Minutes of October 16, 18, 25 and November 1 and 6, 2023
- Action List – Projects/Issues and Timelines For Action

After discussion the Board took the following action:

Action: Mr. Ian Kuchenski will continue replacing meters, with the 11 of the 12 remaining to be used as a priority on meters that are no longer working.

Due Date: December 17, 2023

Action: Staff will monitor the Post Falls P.O. Box to ensure no further vendors, users or banks utilize it, and then discontinue the box upon renewal. Mr. Austin will change mailing address for Banner Bank from Post Falls P.O. Box to the P.O. Box in Hayden.

Due Date: June 1, 2024

The Board then approved the Consent Agenda unanimously.

OLD BUSINESS

Mr. Glessner presented the Greensferry Terrace Project - Final Costs for Payment Approval. The Board approved the final payment to the contractor, following a motion by Mr. Utz and second by Vice Chairman Dr. Stiger.

Ms. Loader then provided the Community Advisory/Action Committee Report (attached).

Action: The Advisory Committee will prepare grant applications for the SWEP grant funds on December 1, 2023, for the meter replacement and backup generators, and will provide it to the Board for approval at their December meeting.

Due Date: December 4, 2023

The Board heard from Mr. Glessner on the Well #2 Update. Issues with the Well #1 COMM were discussed, with Mr. Ian Kuchenski stating that Bigfoot is unsure of the issue. He said the COMM failure may be the PLC. Mr. Bob Kuchenski stated it could be several issues and that Bigfoot is working on it. Mr. Grace stated his concern with proceeding with the replacement of Well #2 pump if there are issues with Well #1.

Mr. Ian Kuchenski updated the Board on the Idaho Fence Proposal, with the additional 16-foot gate at the north side of the entrance for heavy equipment access.

Action: Mr. Ian Kuchenski will order the revised fencing for the well and office site, for installation as soon as possible. He will note the north side will have no slats but the rest of the sides will. Mr. Grace will give a courtesy call to Mr. Thurston to update him regarding the new fence and new gates for access.

Due Date: December 17, 2023

NEW BUSINESS

The Board authorized the surplus property to be disposed of, including the water hydrants, portable generator and riding lawn mower, following a motion by Vice Chairman Dr. Stiger and second by Mr. Grace.

ADJOURN

With no further business to come before the Board, the meeting adjourned at 6:45 pm.

Carol Rassier, Chairperson

John F. Austin, Manager

11/20/23 Greenferry Water System Report

A. Water Production/Consumption update.

3,347,000 gallons produced by the wells during October. This works out to 108,000 gallons per day or 276 gallons per day, per customer. (392 connections).

4,344,000 gallons produced by the wells during October last year. This works out to 140,000 gallons per day or 357 gallons per day, per customer. (392 connections).

5,434,000 gallons produced by the wells during October 2 years ago*. This works out to 175,000 gallons per day or 446 gallons per day, per customer. (392 connections). *Bella Ridge reservoir has been overflowing at times due to no automated controls.

2,994,000 gallons produced by the wells during October 3 years ago. This works out to 97,000 gallons per day or 262 gallons per day, per customer. (370 connections)

3,247,000 gallons produced by the wells during October 4 years ago. This works out to 105,000 gallons per day or 300 gallons per day, per customer. (350 connections)

B. General issues.

1. Worked with Dan Lincoln to replace culvert & regrade portions of Snowshoe Road due to past reservoir overflow damage.
2. Multiple touch read meter registers have died (on Muledeer/Cedar Creek) as well as multiple old meters which can no longer be read. While the touch read meter registers are under warranty, we are working on an arrangement replace these registers with the newer and more reliable cellular read registers. These registers are normally \$300 each, but Metron-Farnier would sell them to us at a discount as a part of the warranty replacement of the touch read registers.

Greenferry Water and Sewer District

November 2023 Engineers Report

Terraces / Greenferry Bypass Project

The contractor has completed the topsoil and hydroseeding for the project. We performed the required final inspections, and we believe everything is in place to finalize the construction portion of the project. This will require the contractor to provide a one-year warranty bond. In one year from the final date, we will reinspect the project, address any issues and close out the project. I will need board approval to finalize the project.

Well House Expansion

There was no motion taken from the October board hearing. I have included the three suggested construction phases for board discussion.

I have been working with Bigfoot Technology to work the size of generator and transfer switch needed to operate the office, pump house, one well pump up to 100 hp. And miscellaneous other items. At the same time I have talked with suppliers to get prices and delivery dates. I am still waiting on Bigfoot to complete their analysis.

Phase 1: expanded foundation, frame out new perimeter walls and new roof structure. This would allow this to be completed with minimal disruption to the system operation and reduce phase cost. Est cost \$45,000.

Phase 2: re-configure interior plumbing to accommodate a future third well, flow meter and check valves. This will also move the plumbing location within the building to provide new locations for switching, VFD's and controls and provide stub out for the future well three. The electrical and communications will be surface mounted conduit so that access and expansion would be easily available. Est cost \$43,000.

Phase 3: design and install new treatment system. We would update the current system as needed until a new system was agreed upon. Est cost is dependent on system chosen.

It will likely reduce the cost of the expansion by phasing the construction and will reduce the time the system will be interrupted. This will also allow more contractors to bid on the project.

Well 2 new pump and flow testing

We are waiting to start the pump replacement and well testing. It is set to start December 11th 2023. We have not had a response from DEQ on the PER yet. We are also waiting for the traffic control cost and will forward it to the board as soon as we get it.

I have included the Districts water rights information from the July Engineers report for your review. The existing water rights are listed below. From Facility Plan.

Water Right No.	Basis	Beneficial Use	Period of Use	Priority Date	Diversion Rate
95-08613	License	Municipal	Jan. 1 to Dec. 31	2/9/1989	1.00 cfs
95-09082	License	Municipal	Jan. 1 to Dec. 31	5/5/2004	1.00 cfs
95-09531	Permit	Municipal	Jan. 1 to Dec. 31	8/25/2008	0.8 cfs
Maximum Diversion for License and Permit:					2.05 cfs

The District holds two water rights and one permit, as can be seen in Table 2.3. Copies of these water rights can be found in Appendix E. IDWR has confirmed that due to previous demonstrated use, they have limited Water Right No.'s to 95-08613 and 95-09082 to the combined water right maximum diversion rate to 1.25 cfs. This total allowed diversion is 2.05 cfs, as indicated below. The District recently tested the capability of briefly running their two wells together and produced approximately 900-950 gpm. This would be within the allowed diversion rate.

Highland Reservoir leak test

This project is on hold until the District board decides to move forward.

We have provided a process and estimated cost to scan the bottom of the tank. We have looked at a system to repair tank cracks once fully identified and to install a tank liner.

Tank repair or replacement will be evaluated once the scan is completed and evaluated.

Generator project

I have included the notes from the October engineers' report.

October 2023:

We have provided the board with an option to install the generator and transfer switch in an area not to interfere with current system operation and future well house expansion. We are still waiting for updated generator and transfer switch cost. I have been in contact with Big Foot and several supply companies for updated cost.

We are planning the generator and switch location with the plan for future generator expansion. Currently we are planning on a generator and switch sized to run the site facilities and on well with 100 hp motor. This would allow the generator to be installed with minimal cost or disruption to the current system.

We hope to have revised costs the week of the 16th and will forward to the District right away.

November 2023:

We have not received undated cost from Bigfoot yet. I did talk to them, and they said they would have it to me before the weekend. I will forward as soon as I get it.

Advisory Committee Minutes November 15, 2023

Committee Attendance:

Chairperson Sarah Loader, Manager John Austin, Pat Bethke and Steve Tanner were in attendance.

District Capital Improvement Plan:

Mr. Austin presented the access 10-year CIP and discussion ensued about the projects, both in FY24 and future years. Ms. Loader noticed some needed changes in FY25 on the Well Eval and that was changed. Mr. Austin then discussed the timeline for the well testing in December. Mr. Tanner suggested that Dan Sturgis be involved since his equipment is in the wells. The group then discussed the meter replacement and the possible grant funding for that.

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

Ms. Loader discussed the SMART grant program and the webinar available online. She recommended the committee view it for information on the application process and will email out a link for it. The group then attempted to login to the grant forms for the program. After initial issues with the login, Ms. Loader offered to work on accessing the forms. Mr. Austin suggested a special meeting of the committee to work on the grant, and that it should include Bob Kuchenski and Roger Glessner. The group chose December 1, 2023 at 11:00 am via Zoom. Mr. Austin will send out the Zoom info prior to the meeting.

IDEQ Grant/Loan Program:

Ms. Loader brought up IDEQ's Letter of Interests (LOI) for their grant and loan programs, due January 12, 2024. She mentioned attending their online webinar which discussed the application process. Mr. Austin advised that GW&SD's District Engineer Roger Glessner would be completing the LOI.

Local Improvement District:

Mr. Austin presented a draft of the letter to property owners on Crystal Bay Road and vicinity. The group made preliminary changes to the letter and Mr. Austin believes more can be added. He said the letter, including a scheduled public meeting of the owners, won't be sent until the additional capacity from the well tests is confirmed.

Other:

Mr. Tanner stated an issue with the wells is the water right of the District, and that is what prohibits running both wells at once. He suggested that Mr. Glessner update the Board on the status of the District's water right.

The meeting adjourned at 8:02 pm.