

Bayview Water & Sewer District
P.O. Box 637, Bayview, Idaho 83803

REGULAR MEETING MINUTES

October 18, 2017

Call to Order and Roll Call: Chairman Richard Doney opened the meeting at 3:00 PM and a roll call confirmed that Vice-Chair Sharon Meyer, directors Jan Jones, Robyn Edwards and Steve May were also present.

Others Present: District Operators Bob Kuchenski and Bob Hanson, as well as, District Treasurer Jessie Roe.

Guests Present: Katy Baker-Casile with Department of Environmental Quality (DEQ), Ellery Howard with JUB Engineers and members of the public.

Consent Agenda and Minutes: Chairman Doney started with an amendment to the agenda. The Board added 'Hiring an Engineer' under Old Business 'C'. The reason for the addition is because the Board had just received the information since the agenda had been posted. Furthermore, the Board would like to move the section for 'Public Matters' to a position in the meeting right after announcements. All were in favor, motion carried. Ms. Edwards asked to withdrawal the minutes for September 19th until after the remaining minutes were approved. Ms. Roe was gone for training in Boise for the September 19th meeting and no recording was made, therefore, Ms. Edwards provided the actions of said meeting. Ms. Meyer made a motion to approve the minutes as amended, second by Ms. Jones. All were in favor, motion carried.

Reports:

Operator Report: Mr. Kuchenski reported on District operations for the month of September (attached). Ms. Edwards recalled reading something recently regarding contact times for testing of treatment water being a little short in the past and queried whether this was being addressed? Mr. Hanson said they are in the process of evaluating the flows that have historically flown through the intake to the contact pipe area before it gets out to distribution. What he has observed is that it appears the contact time may have been on the short side but they are working in conjunction with TO Engineers and RC Worst on that particular issue. The importance for this is that the chlorine has to have enough contact time with the wastewater in order to kill any organisms before distribution.

Treasurer's Report: Ms. Roe presented the financial report for the month of September (attached).

Public Comment (*limited to three minutes per person*): One member of the public wanted to say that she doesn't agree that the treatment system was ever vandalized but rather it could have just been normal operations. Furthermore, she doesn't think a member of the public would do that seeing as this is the system that serves us all. Next, another member mentioned that a week went by before minutes were published on the website after their approval at the September Board meeting. She then pulled the audience and asked how many people there today were in attendance at the September meeting and how many heard her ask why the termination of former employee Reid O'Connor wasn't done in an open meeting, to which the Board replied "Because its personnel and we don't have to".

Old/Ongoing Business:

1. Finding on #1313 & #1311 account switch/reconcile: Ms. Roe reported that this issue has been remediated. Neither account owner will be held responsible for any fees associated with the switch and both account owners have been reevaluated for the current number of ER's being billed at this current time.
2. Operating Procedures Manual update: Ms. Edwards stated that Mr. Howard, with JUB, directed her to the Idaho Standards for Public Works which will save a lot of trouble and enable the District to adopt things that should be familiar with contractors that work in the area. She anticipates incorporating this into her existing document.
3. Hiring an Engineer: Ms. Edwards started by saying that the Board authorized herself and the Chairman to enter into negotiations about a month ago and she is saddened to report that this negotiation has not been settled yet. Mr. Howard reported that he has been working closely with Ms. Baker-Casile at DEQ to develop a comprehensive and all-inclusive contract for the District but it is looking like the project might have been under estimated. Ms. Baker-Casile brought a couple of figures from comparable District projects and the number looks to be more in the \$50,000 range for a water system facility plan; an approximate \$19,000 difference. Ms. Baker-Casile then reviewed the process for the Board to keep in mind; The Board reviews the draft contract from their chosen engineering firm, they then chose to revise it or move forward with the draft. The final draft then goes to DEQ. After the engineering contract is signed the Board will submit their application to DEQ and on that application will be the District's requested amount. The Board was advised to ask for more than they think they will need because the money can always be given back if not used in full. Then, DEQ will review the application and send a contract to the District for signature. Once signed and returned the engineering work can begin. The engineering company will create a draft facility plan which is then submitted to DEQ for review and comments. After that, a public hearing will be held and the plan will be presented to the public to comment on the options laid in front of the Board. Ms. Baker-Casile encourage the Board to submit their Letter of Interest (LOI) for the loan portion of their project, this is Due January 12, 2018. The Board decided to hold a special meeting on November 2, 2017 at 9:00 AM at the District office to review the proposed contract with JUB Engineers.

New Business:

1. Meeting Time Change Requests: Chairman Doney said the District has received numerous requests to hold their regular meetings at a later time in the day, one that compliments working community members. Ms. Meyer made a motion to hold a quarterly meeting at 6:00 pm to start January 2018, official date to be decided at a later meeting. Chairman Doney, Ms. Jones, and Mr. May were all in favor. Ms. Edwards was opposed. Motion carried.
2. Contract with Panhandle Area Council (PAC): Chairman Doney ask Ms. Baker-Casile her comments on this matter. She advised the Board to utilize PAC's services at a later time for other grant funding. For the system facility plan, DEQ provides their grant writing services for free. Panhandle Area Council can also facilitate in obtaining grants from other federal and state funding sources.

Announcements: Chairman Doney made the announcement that both of the District's backup generators for the Cape Horn area are now up and running thanks to the hard work from former directors Marsha Ritzheimer and Don Gardner, a special thank you to them.

Public Matters:

1. Chris Hansen Letter: Ms. Edwards requested that the Board not soak up time reading a letter aloud that has already been passed around the community before being submitted to the Board. Chairman Doney said he would post it to the website and include it with the minutes for all to see.
2. Karen Renner Response: The Board prepared a PowerPoint presentation in response to the accusations brought forth to the board during the September meeting.

Ms. Edwards made a motion to adjourn seconded by Ms. Jones. All were in favor, motion carried. With no further business to discuss the regular meeting was adjourned at 5:09 PM.

Respectfully Submitted and Approved:

Jessie Roe
Administrative/Treasurer

Richard Doney
Chairman of the Board

10/18/17 Bayview Systems Report

A. Water Production update.

7,218,000 gallons produced by the wells during September. This works out to 241,000 gallons per day or 512 gallons per day, per customer. (470 service connections). This compares to systems of similar size where customers average 900 gallons per day, per customer.

B. Sewer system production.

552,000 gallons processed through the land application sewage treatment site for the first 2 weeks of September. This works out to 39,000 gallons per day or 77 gallons per ER.

C. General issues.

1. As noted last month, the treatment site not operating automatically according to the Operations Manual compiled in April of 2016. The sand filter beds are not operational in manual mode either. At this time, further analysis is being performed by our engineer, operators, and RC Worst in order to develop proper operating procedures based upon how the system was designed to be run versus how the system has been modified. Due to the problems noted, the land application treatment system has been shut down since September 14th. It will be winterized this month after further analysis of existing system controls.
2. All three treatment site flow meters have been repaired. This is important for the Winter as the flow meter for the absorption beds records flows throughout the Winter months for proper DEQ reporting.
3. We plan to install sample taps at the entrance of each irrigation zone in order to test for total chlorine weekly as required by DEQ. This will allow us to determine the total and free chlorine residuals as the treated effluent enters each zone for proper bacteria kill.
4. Inspecting and cleaning the water tower.
 - a. Aquadrone Marine can inspect, clean, and record HD video of the tank condition based upon the quote provided last month. With Winter weather approaching, we need Board approval to move on this quickly or we will have to wait until Spring.
5. DEQ has requested a water test site sampling plan as they noted they do not have one on file. This is being developed at this time.
6. Locating, reading, and insulating water meters. Insulating of all meters to be completed this month.

Bayview Water & Sewer District

Treasurer's Reports

September		August		Comment
General Checking #7564	\$ 34,230.79	General Checking #7564	\$ 21,508.18	Payroll and general accounts payable
Guarantee Fund #1227	\$ 110,727.72	Guarantee Fund #1227	\$ 110,708.92	Interest: \$18.81 Service Charge: \$0.01
LID Bond Fund #9680	\$ 368,575.43	LID Bond Fund #9680	\$ 367,719.53	Interest: \$62.48 LID payments: \$793.42
Sewer Savings #8307 (Quarterly)	\$ 38,027.22	Sewer Savings #8307	\$ 38,022.70	Interest: \$4.52 (July, August, Sept.)
Water Savings #8299 (Quarterly)	\$ 34,194.35	Water Savings #8299	\$ 34,190.28	Interest: \$4.07 (July, August, Sept.)
Total Balances	\$ 585,755.51		\$ 572,149.61	

Regular Operations for the Month:

- Income: \$ 22,016.07	Last Month: \$ 36,772.28	Difference: \$ 14,756.21 less
- Expenses: \$ 9,263.46	Last Month: \$ 71,573.22	Difference: \$ 62,309.76 less
-Net Profit: \$ 12,752.61	Last Month: \$ (34,800.94)	Difference: \$ (47,553.55) more
-Maint. & Repairs: \$ 4,608.35	Last Month: \$ 14,583.17	Difference: \$ 9,974.82 less

COMMENTS:

- 1.) Income is \$14.5 lower this month due to not billing for overage. Will see this during upcoming months.
- 2.) Expenses look like they are down but bills went out later last month than usual due to training so we will see those expenses hit the account during next month's report. (plus no more paying employees out)
- 3.) \$1,860.00 went to pumping out the Condos on the Water septic tank

User Billing:

Late Fees: \$	543.96
Sewer: \$	14,298.40
Water: \$	13,105.92
	\$ 27,948.28

Delinquent List

- 1.) Delinquent List Update:
 - \$772.30 - 4 accounts

September 18, 2017

Bayview Water & Sewer District
Richard Doney, Chair
P.O. Box 637
Bayview, ID. 83803-0637

Re: Incident Report

Richard,

After reading the "Incident Report" that you signed and I received via email on September 3, 2017 I realized that a response to this report was in line. Before I get started, I would like to clarify that I have always had and will continue to have the upmost respect for citizens that are willing to devote their time and knowledge for the betterment of a community. With that said, this is nothing personal regarding BWSO board members either past and/or present however important concerns that I felt needed to be acknowledged and addressed.

I will start from the beginning and work my way forward. Years ago my parents, Richard and Shirley Hansen, were approached by one of the original BWSO board members requesting an easement across a considerable amount of their property to transport millions of gallons of sewage waste-water from the town of Bayview up the mountain hillside to an application site. For a number of good reasons, my Dad was not in favor of the site up on the mountain above Bayview that was chosen for the land application site. First of all, he felt land application of waste-water on a hillside that drains back into the lake was a bad idea. My Dad was also concerned about the consequences if the pipe carrying raw sewage up the mountain site ever failed. Another of his concerns was a protected spring that he used which was located on my parents' property directly below (downhill) from the proposed drainfield site. My Dad did not want to issue the easement but was told that if he refused, Bayview would most likely lose the grant money and the opportunity to provide a sewer system for the town of Bayview and that basically he would be to blame. My Dad met with his close friend and attorney, the late Scott Reed and he expressed his concerns. Scott Reed told my Dad.....bottom line....."They cannot pollute your water".

I believe that our springs have been compromised. The springs are flowing a considerable amount of more water than they did before the application site was installed above them. There currently is ponding of the spring water and downhill surface flow year round.....even during the record dry summers. This was not the case prior to the installation of the drainfield site. As previously mentioned, it only makes sense that if you apply millions of gallons of wastewater on a hillside that eventually some of it is going to make it to the lake. Evidence of the increase of water on the hillside can be witnessed now directly above Cape Horn Road near North Shore Drive where 100 plus year old trees are dead and dying due to oversaturated soils. This was not a problem before.

Now back to the August 31, 2017 "Incident Report". I was notified that there was sewage waste-water running on our property that could possibly drain into our springs. I immediately responded to the site to witness the situation. The "Incident Report" mentioned that approximately 100,000 gallons of treated sewage waste-water flowed onto the field. However based on my observation that day, the waste-water actually flowed onto the field, down an existing access road and onto our property; then proceeded to flow down Forest Service Road #297 for a considerable amount of distance. Later that same day I visited the subject area for a

more detailed inspection and noticed a number of areas where waste-water crossed Forest Service Road #297 and flowed above our spring water. I did meet with a DEQ representative on site during that inspection. Needless to say, the fact that waste-water was flowing above our spring which eventually flows into the lake is a major concern to the Hansen family and the community of Bayview in general.

This whole ordeal leads to another topic. A few years back there was talk that a new regime was going to replace the then current BWSD board and to proceed to "clean house". My main concern when I heard these rumors was that I would hope that a new regime wouldn't get rid of ALL of the employees and board members that have years of experience, a wealth of knowledge and understanding of the systems' layout, design and how it functions. With that said, about a week after the last employee that understood the procedures and was overseeing and monitoring the system was let go.....low and behold....we have sewage waste-water flowing above our springs. Who was responsible for monitoring the spray sites after Reid was let go because apparently, they were not doing their job?? Based on my observation on August 31, 2017, waste-water had been flowing down the road prior to the 31st. I do not believe that there was an "act of vandalism" that caused this problem, I believe that it was neglect on someone's part. Was there someone responsible for monitoring the treatment site on a daily basis after Reid was let go?? From a business standpoint, you do not get rid of ALL of the people that have years of knowledge, experience and have an understanding of how and where everything was put together and how the system functions and then replace ALL of them with someone from the outside and then expect a smooth transition. That's just not going to happen.

I would also like to bring up the problem with the continued lack of water pressure and fire flow on Duwamish Drive. It is also my understanding that there is additional low water pressure issues elsewhere within the town of Bayview. I know for a number of years that my sister has been dealing with low water pressure problems at the corner of North Shore Lane and Cape Horn Road. Low water pressure and fire flow became much more than just an inconvenience when we were faced with no water to fight the 2015 Cape Horn Wildfire event. I do understand that the BWSD is looking at ways to remedy these problems but we are concerned whereas time is of the essence.

In closing, we would like to have our springs checked for contamination. We would also appreciate a written response from the BWSD and the DEQ regarding the concerns as mentioned within this correspondence.

Thank you for your time and consideration.

Sincerely,



Chris Hansen