

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

REGULAR MEETING MINUTES
January 17, 2018

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: Ellery with JUB Engineers as well as members of the public.

Consent Agenda and Minutes: Ms. Edwards motioned to amend the consent agenda to include the topic of Fire Hydrants under old business, the reason being that Ms. Edwards had just met with the fire chief the evening prior to the meeting. The motion was seconded by Ms. Meyer. All were in favor, motion carried. Ms. Meyer made a motion to approve the December minutes, as well as the minutes from July 28, 2017, with a second from Mr. May. All were in favor, motion carried.

Reports:

Operator Report: Mr. Kuchenski reported on District operations from December 20, 2017 through January 17, 2018 (attached). Due to an auto alarm dialer failure to transmit alarms during the recent power outage Mr. Kuchenski asked the Board for approval to purchase an upgrade on the triplex alarm system. Ms. Jones motioned to approve the purchase with a second from Ms. Meyer. All were in favor, motion carried.

Treasurer's Report: Ms. Roe presented the financial report for the month of December 2017 (attached).

Public Comment (*limited to three minutes per person*): Ms. Meyer made a motion to include a section for Correspondence on the agenda, followed by a second from Mr. May. All were in favor, motion carried. Colleen Dahlseid produced a letter to the Board and asked for their review.

Public Matters: None

Old/Ongoing Business:

1. JUB Update/discussion: Mr. Howard started by saying that he submitted the Letter of Intent (LOI) on January 11, 2018. A preliminary list from Department of Environmental Quality (DEQ) for drinking water loans will be put out in the next two to three months; at that time, the Board will be made aware of their position on the list. Mr. Howard recommended the District focus on un-metered connections, the Naval base, and track unbilled water accounts, such as the Community Center. This will significantly help in tracking unaccounted for water loss and give the District an accurate report on consumption. Next, he said that he was able to obtain a copy of the income survey done in 2013 for the Bayview Community Center and submitted it along with the LOI. He

indicated they were intrigued and will review the information. If DEQ accepts the income results the District could potentially benefit from an Idaho Community Development Block Grant (ICDBG) and lower loan rates. Finally, between now and November 2018 the Board needs to establish a bond counsel and will hold a public hearing. Mr. Howard spoke with Danielle Quade with Hawley Troxell and she has prepared a proposal and is interested in meeting with the Board. He will invite her to the March meeting.

2. Fire Hydrants: Ms. Edwards spoke with the fire chief the prior evening and he recommended all fire hydrants in the District be flooded once every five (5) years. They will come out to flood the Hudson Road hydrants when weather gets a little nicer and will coordinate times with the District operator Mr. Kuchenski.

New Business:

1. Approval of past resolutions: Resolutions were not changed, only ratified.
 - Resolution 2007-001: Approved following a motion from Ms. Jones, seconded by Ms. Meyer. All were in favor, motion carried.
 - Resolution 2003-004: Approved following a motion from Ms. Jones, seconded by Ms. Meyer. All were in favor, motion carried.
 - Resolution 2003-003: Approved following a motion from Ms. Jones, seconded by Ms. Meyer. All were in favor, motion carried.
 - Resolution #4: Approved following a motion from Ms. Jones, seconded by Ms. Meyer. All were in favor, motion carried.
2. Income survey: Mr. Howard spoke about this during his Engineer report.

Announcements: Chairman Doney made two announcements:

1. The next Board meeting, February 15, 2018 at 7:00 PM is the first quarterly evening meeting. Dates and times are new.
2. A group of people submitted an 'open meeting violation' claim. The District's attorney submitted a response to the prosecuting attorney's office this morning on the District's behalf.

Ms. Roe made two more announcements:

3. The message on the back of the bill for January 2018 went out with an incorrect phone number for the District's operator. The correct phone number, (208) 659-4197, will go out with the February bill.
4. The survey performed by JUB Engineers for the Water Facility Plan is ready and the link will go out with the February bill. Hard copies of the survey will be at the post office.

With no further business to discuss the regular meeting was adjourned at 4:08 PM following a motion from Ms. Meyer, seconded by Mr. May. All were in favor, motion carried.

Respectfully Submitted and Approved:

Jessie Roe
Administrative/Treasurer

Richard Doney
Chairman of the Board