

**Bayview Water & Sewer District**  
7825 N Meadowlark Way, Coeur d'Alene, ID 83815

**SPECIAL MEETING MINUTES**

April 4, 2018

**Call to Order and Roll Call:** Chairman Richard Doney opened the meeting at 2:30 PM and a roll call confirmed that Vice-Chair Sharon Meyer, directors Stephen May, Robyn Edwards and Jan Jones were also present.

**Others Present:** Bob Kuchenski, District operator and Jessie Roe, District Treasurer.

**Guests Present:** Danielle Quade with Hawley Troxell, Ellery Howard with JUB Engineers and a member of the public Colleen Dahlseid.

**Consent Agenda and Minutes:** Chairman Doney started with an amendment to the consent agenda and added 'Meter tampering – 33708 N. Fir' the reason for the amendment being the issue occurred this morning and timeliness is necessary. Mr. May made a motion to approve the amended agenda with a second from Ms. Edwards. All were in favor, motion carried.

**Agenda Items:**

1. Meter Tampering – 33708 N. Fir: The Board directed staff to file a report with the sheriff's office against the occupying tenant, at the homeowner's request, for tampering with and breaking District property with a value of \$2,700, following a motion from Ms. Edwards, seconded by Ms. Meyer. All were in favor, motion carried.
2. Danielle Quade with Hawley Troxell: Ms. Quade educated the Board on forming a bond counsel and reviewed important filing dates as well as proper procedure. The Board asked Ms. Quade to attend their quarterly board meeting, held in the evening, to educate District customers and encourage public awareness. This meeting will be May 17, 2018 at 7:00 PM at the Bayview Community Center.
3. Water System Facility Plan: Numerous topics were discussed, including:
  - I. Water Source: Quality and existing facilities appear to require little improvement but attention to standby power, telemetry, and technical ownership of the main water tower need to be addressed.
  - II. Storage concerns: The existing main reservoir (Farragut), built in 1942, will require significant repair and re-coating/re-sealing both inside and out. Leaking could be causing damage to concrete reinforcement steel. Between 3000 and 6000 feet of supply piping also requires repair and/or replacement. The Dromore tank is undersized and those who receive their water supply from this tank complain of low pressure.
  - III. Distribution: After performing the reservoir probe testing for approximately ten days and much analysis it appears the District is consistently losing around 127,000 per day with an additional 1100 GPM, for thirty minutes, drop every twenty hours. This is a significant leak and the Board is working with the engineers to reduce losses from non-revenue water production. Areas to investigate include: aging and undersized meters not accurately capturing water use, Naval base connections being un-metered and actual use is

unknown, leaking transmission lines in Farragut area as well as a few other distribution lines are of concern. Pressure is also a concern for customers and the Board in certain areas. It is recommended to start with rebuilding and performing regular maintenance on the Pressure Reducing Valves (PRV) in the District to obtain optimum performance. The Dromore tank would require a new tank or higher elevation to correct.

Another meeting will be scheduled April 10, 2018 to discuss:

- i. Reducing pumping costs
- ii. Increasing fire protection; improving water supply and evaluating hydrant location, spacing and uniformity.
- iii. Setting an official end date to the public water quality survey
- iv. Setting boundary and projected growth rate of District
- v. Further discussion of potential system issues and potential projects

With no further business to discuss the special meeting was adjourned at 5:16 PM following a motion from Ms. Edwards, seconded by Ms. Meyer. All were in favor motion carried.

Respectfully Submitted and Approved:

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Jessie Roe  
Administrative/Treasurer

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Richard Doney  
Chairman of the Board