

Bayview Water & Sewer District
20298 E. Perimeter Road, Bayview, Idaho 83803

REGULAR MEETING MINUTES

October 16, 2019

Call to Order and Roll Call: In the absence of Chairwoman Sharon Meyer, Vice-Chair Robyn Edwards opened the meeting at 3:00 P.M. and a roll call confirmed that directors Richard Doney, Calvin Nolan and Steve May were also present.

Others Present: District operators Bob Kuchenski and Bob Hansen.

Guests Present: Steve James with JUB Engineers as well as members of the public.

Consent Agenda: Ms. Edwards motioned to move a couple items around on the agenda; First, move item #1 under new business to be discussed with item #1 under old business. Second, move item #4 under old business to be discussed with item #2 under old business. This motion was seconded by Mr. Doney. All were in favor, motioned carries. Mr. Doney motioned to approve the consent agenda: approval of the minutes for September 9, 16, and 18, 2019 all financial reports for September 2019, and the approval to pay monthly bills as listed. The motion was seconded by Mr. May. All were in favor motion carried.

Reports:

Operator Report: Mr. Kuchenski reported on the District operations from September 18, 2019 to October 16, 2019 (attached).

Treasurer's Report: In the absence of Ms. Roe, Mr. Doney presented the financial report for the month of September 2019 (attached).

Public Matters/Guests:

1. One member of the public asked Mr. Nolan to discuss his recent conversation with Randall under the facility plan discussion. Next, another member inquired about the recent ongoing litigation with the recall efforts and why the District was challenging Kootenai Elections and Mr. Somers regarding the statute the recall petition was filed under. Ms. Edwards responded and said the District has asked their attorney to make sure all filings are done properly and the District is ensuring the correct applicable statute was used.

Old/Ongoing Business:

1. JUB Update/Discussion – Water Facility Plan: Mr. James addressed Mr. Mays question from a previous meeting about how to evaluate the water tank's condition. They spoke with a structural engineering who said that without the tank's original design drawings it is extremely difficult to determine what you have. If the Board chose to do a core drilling, you would only have a sample snapshot from one area of the tank. Another suggestion is to measure the cracks in the tank over time and document and track them; especially some of the more

significant cracks. As for the finalization of the facility plan, the Board and JUB still needs to get the recommended alternative decided. Once the District decides on that, they can get it submitted for a full review by the Board for comment and then it can be submitted to DEQ and then to the public. At that point the facility plan will be done. The Board would like to wait until after the November recall election to move forward on any decision for the recommended alternatives for the facility plan. Mr. Nolan said that he has been talking with Randall at the Naval Base and he said they would only be able to extend their lease for the wells for 25 years at a time because that is how it is written in their statutes. This will not work with DEQ because according to Katy Baker-Casile they would need to see a 75-99 year lease for a loan to be given to the District from DEQ. This means that a new well would need to be drilled in order to obtain a loan. Randall offered the District the possibility of a perpetual easement to the well house and lines and maybe DEQ can allow that for its leasing terms. Mr. Nolan has presented this new information to Katy and is still awaiting a response.

- a) Moratorium on Water Connections: Ms. Edwards said she asked to talk about this issue concurrently with the Water Facility Plan because of the water pressure issues the District is currently experiencing in different areas. Mr. May suggested that a moratorium be placed on new water connections until the areas with low pressure are resolved. Mr. James said that if a moratorium is placed that it should be only in the areas with recorded low pressure already.
2. Jess Goetz – Multi-House Water Meter Connection History: Mr. Doney asked to move this discussion in with the overall discussion of ‘Unauthorized or Excessive ER Connections’; the Board can address this topic when the reconciliation is through. Mr. Doney motioned to table to topic to the November meeting, seconded by Mr. May. All were in favor, motion carried.
3. Unauthorized or Excessive ER Connections -
 - a) Discuss/Adopt New Billing Format, Adopt Use of El Dorado Billing Service: Mr. May motioned to table this item until Ms. Roe is able to be part of the conversation in November, seconded by Mr. Doney. All were in favor, motion carried.
 - b) Discuss Correcting Erroneous Billing, Amnesty for Self-Reporting: Ms. Edwards indicated that she would like to hire a company to inventory the system and the number of connections a parcel has compared to how many it is allotted. With the preliminary work Mr. Doney and Ms. Edwards have done to investigate the commercial properties, it was found that approximately 100 more connections could be billed for; lowering the overall base rate for every customer.
4. Lease Amendment to the United States Navy or the State of Idaho to Include the Water Tank and Wells for 99 years: Mr. Nolan said he does not have anything new to report at this time on this item.

New Business:

1. Whether to Retain Quarterly Evening Meetings: Mr. May voted to table this item to the November meeting followed by a second from Mr. Doney. Mr. Nolan asked who requested the item on the agenda, to which the Board replied that it comes up at the previous quarterly evening meetings when there is the lowest turn-out and with all the same people during the afternoon meetings. Mr. Nolan chose to abstain, the rest were in favor, motion carried.

Announcements: None

With no further business to discuss the regular meeting was adjourned at 4:17 P.M. following a motion from Mr. May and seconded by Mr. Doney. All were in favor, motion carried.

Respectfully Submitted and Approved:

Jessie Roe
Administrative/Treasurer

Sharon Meyer
Chairwoman of the Board

10/16/2019 Bayview Systems Report

A. Water Production update.

7,560,000 gallons produced by the wells during September.
3,881,000 gallons of consumption registered through customers meters.
This works out to 236,000 gallons per day produced by the wells of which
121,000 gallons per day registered through customers meters. This is the
equivalent customer consumption of 260 gallons per day, per service
connection. (465 service connections). Unaccounted for water lost is
3,679,000 gallons or 49% of production totals by the wells.

B. Water system items:

1. One new water meter installed on Terrace Drive.
2. Annual samples taken, all samples passed. Maximum testing waivers continued for 3, 6, and 9 years due to exceptional water quality.
3. Final meter reading of the year, meters insulated.

C. Sewer system production.

The Land Application Treatment site treats an average of approximately 50,000 gallons per day. All weekly and monthly samples have passed so far this year. The Treatment site has been shutdown since September 6th due to rain potentially saturating the ground beyond our permit limits. We received 2.70 inches of precipitation in September. The average precipitation for September is 1.18 inches.

D. Sewer maintenance items.

1. No septic tanks were pumped in the last month.
2. Seepage test at treatment site to resume this week as weather allows.
3. Silviculture Plan for Treatment site costs approximately \$3,000.

BAYVIEW WATER & SEWER DISTRICT
 YR TO DATE 12/1/2018 THRU 9/30/2019
 RESOURCES/EXPENSES
 CASH BASIS - PRELIMINARY

	YTD 9/1/2018	September 2019	YTD 9/30/2019	BUDGET 18-19
RESOURCES:				
Certification Fees	\$ 12,531.73	\$ -	\$ 12,531.73	\$ 5,000
Sewer Hookups	\$ 5,120.00	\$ 1,280.00	\$ 6,400.00	\$ 2,560
Water Hookups	\$ 20,040.00	\$ 2,700.00	\$ 22,740.00	\$ 17,600
Misc. Income	\$ 8,507.24	\$ 300.00	\$ 8,807.24	\$ 1,800
W&S - User Fees	\$ 266,913.89	\$ 41,767.33	\$ 308,681.22	\$ 388,170
Reimbursement Grant	\$ 5,041.00	\$ -	\$ 5,041.00	\$ -
Interest Income	\$ 972.79	\$ 248.71	\$ 1,221.50	\$ -
TOTAL RESOURCES	\$ 319,126.65	\$ 46,296.04	\$ 365,422.69	\$ 415,130
EXPENSES:				
Sewer Maintenance	\$ 54,313.35	\$ 7,748.57	\$ 62,061.92	\$ 60,000
Water Maintenance	\$ 45,168.33	\$ 13,964.39	\$ 59,132.72	\$ 50,000
Vehicle Expense	\$ 1,035.27	\$ 293.21	\$ 1,328.48	\$ 2,000
Contract Labor	\$ 825.00	\$ -	\$ 825.00	\$ 1,200
Director Fees	\$ 2,095.00	\$ 200.00	\$ 2,295.00	\$ 3,000
Dues & Subscriptions	\$ 1,632.95	\$ 2.00	\$ 1,634.95	\$ 1,440
Office Supplies	\$ 1,406.32	\$ 44.26	\$ 1,450.58	\$ 1,500
System Operator	\$ 63,000.00	\$ 7,000.00	\$ 70,000.00	\$ 89,000
Property Taxes	\$ 133.46	\$ -	\$ 133.46	\$ -
Training/Conferences	\$ 150.00	\$ -	\$ 150.00	\$ 1,000
Postage & Delivery	\$ 1,968.85	\$ 110.30	\$ 2,079.15	\$ 2,200
Printing & Production	\$ 806.99	\$ -	\$ 806.99	\$ -
Misc. Expense	\$ 173.00	\$ 15.00	\$ 188.00	\$ -
Liability Insurance	\$ 3,414.50	\$ 3,761.50	\$ 7,176.00	\$ 6,550
Bank Fees	\$ 153.17	\$ 14.02	\$ 167.19	\$ -
Assessment Fees	\$ 1,275.00	\$ -	\$ 1,275.00	\$ 1,700
Office Maintenance	\$ 1,190.00	\$ 40.00	\$ 1,230.00	\$ 3,000
Professional Fees	\$ 14,874.85	\$ 146.25	\$ 15,021.10	\$ 97,000
Utilities	\$ 39,835.26	\$ 4,842.90	\$ 44,678.16	\$ 51,040
Payroll Expenses	\$ 28,107.79	\$ 2,884.40	\$ 30,992.19	\$ 35,000
Capital Additions	\$ -	\$ -	\$ -	\$ 9,500
TOTAL EXPENSES	\$ 261,559.09	\$ 41,066.80	\$ 302,625.89	\$ 415,130
NET	\$ 57,567.56	\$ 5,229.24	\$ 62,796.80	
PLUS BEG BAL	\$ 252,087.41	\$ -	\$ 543,783.06	
AVAIL RESOURCES	\$ 309,654.97	\$ 5,229.24	\$ 606,579.86	
TOTAL AVAILABLE CASH	\$ 309,654.97		\$ 634,278.89	
DEPOSITED IN:				
General O&M	#7564	\$ 109,479.35		
Sewer Saving	#8307	\$ 38,077.52		
Water Saving	#8299	\$ 34,238.53		
LID Guarantee	#1227	\$ 111,346.01		
LID Fund	#9680	\$ 339,691.67		
TOTAL			\$ 632,833.08	