

Bayview Water & Sewer District

Broadcasted over ZOOM

REGULAR MEETING MINUTES

January 21, 2021

Call to Order and Roll Call: Chairman Calvin Nolan opened the meeting at 3:30 pm and a roll call confirmed directors Ted Bare, Colleen Dahlseid and Ali Spahn were also present.

Others Present: District operator Bob Kuchenski, District treasurer Jessie Roe, District attorney Caitlin Kling with Lake City Law and District engineer Kyle Meschko with Keller Associates.

Guests Present: Jeff Tawney with AT&T, as well as, members of the public.

Consent Agenda: Ms. Dahlseid motioned to approve the consent agenda: approval of the minutes for December 1, 16, 17, 22, 2020 minutes, all financial reports for December 2020, and the approval to pay monthly bills as listed. The motion was seconded by Ms. Spahn. All were in favor, motion carried.

Reports:

Operator Report: Mr. Kuchenski reported on the District operations from December 18, 2020 to January 21, 2021 (attached).

Treasurer's Report: Ms. Roe presented the financial report for the month of December 2020 (attached).

Engineering Report – Update/Discussion: Mr. Meschko inquired about the upcoming expenses to be incurred on behalf of a customer connection on 16273 4th St. The Board confirmed that the costs should be passed on and billed to the connecting customer.

New Business:

- 1.) Jeff Tawney w/ AT&T Presenting the Benefits of the FirstNet Cellular Service: The Board heard from Jeff Tawney and no action was taken.
- 2.) Transfer LID Water Connection Between Lots – One Owner on Terrace Dr.: Customer did not show up. Item tabled until customer can provide documentation or schedule of attendance following a motion from Ms. Spahn and seconded by Ms. Dahlseid. All in favor, motion carried.
- 3.) Draft Rate Study – Gary Seivers with Idaho Rural Water Assoc. (IRWA): Table until February 18, 2021 meeting after a motion from Ms. Spahn and seconded by Mr. Bare. All in favor, motion carried.
- 4.) Approve Resolution 2021-001 – Designating Capital Facility Funds for the Water System and the Sewer System: Approved following a motion from Ms. Dahlseid and seconded by Ms. Spahn. All were in favor, motion carried.
- 5.) Approve Resolution 2021-002 – Designating How the \$8 Increase is to be Managed: Approved following a motion from Ms. Dahlseid and seconded by Ms. Spahn. All were in favor, motion carried.

- 6.) Approve Resolution 2021-003 – Declaring an Official Intent to Reimburse the Costs of Acquisition, Construction, and Installation of Capital Improvements from Proceeds of a Bond: Approved following a motion from Ms. Dahlseid and seconded by Ms. Spahn. All were in favor, motion carried.
- 7.) Approve Resolution 2021-004 - New Preferred Alternative, Option F, as the Preferred Alternative for the Capital Improvements Plan: Approved following a motion from Ms. Spahn and seconded by Ms. Dahlseid. All were in favor, motion carried.
- 8.) Approve Amended Board Governance Policy: Approved following a motion from Ms. Dahlseid and seconded by Ms. Spahn. All were in favor, motion carried.
- 9.) Elect Chair & Vice-Chair for District Board: Ms. Dahlseid nominated Ali Spahn for Chairperson of the Board. After a vote from the Board: Ms. Dahlseid – aye, Ms. Spahn – aye, Mr. Bare - aye, Mr. Nolan – nay, the motion carried.
Ms. Spahn nominated Larry Leake for Vice-Chair. All were if favor, motion carried.

Old/Ongoing Business:

- 1.) Easement Amendment to the United States Navy or the State of Idaho to Include Water Tank and Wells for 99 Years: Ms. Dahlseid reported to the Board that she has received a response that a draft will be supplied to the District attorney in the next week and will include a 50-foot setback and renewable for 50-years.
- 2.) Legal Review of Resolutions and Ordinances: Ms. Dahlseid is meeting with the District attorney on Monday, January 25, 2021.
- 3.) Multiple Houses on One Meter – Update: Mr. Bare, Mr. Nolan and Mr. Kuchenski plan to meet with the homeowner around the middle of February at the request of the homeowner.

Public Matters/Guests: None.

With no further business to discuss the regular meeting was adjourned at 5:30 PM following a motion from Ms. Spahn and seconded by Ms. Dahlseid. All were in favor, motion carried.

Announcements: None

Respectfully Submitted and Approved:

Jessie Roe
Administrative/Treasurer

Calvin Nolan
Chairman on the Board

1/21/2021 Bayview Systems Report

A. Water Production update.

7,7483,000 gallons produced by the wells during December. This works out to 241,000 gallons per day produced by the wells. This is the equivalent customer consumption of 541 gallons per day, per service connection. (471 service connections).

5,176,000 gallons produced by the wells during December last year. This works out to 167,000 gallons per day produced by the wells. This is the equivalent customer consumption of 356 gallons per day, per service connection. (469 service connections).

5,540,000 gallons produced by the wells during December 2 years ago. This works out to 179,000 gallons per day produced by the wells. This is the equivalent of 385 gallons per day, per service connection. (465 service connections). Unaccounted for water lost is estimated at 2,604,000 gallons or 47% of production totals by the wells.

B. Water system items:

- 1- Leaks may be on the increase.
- 2- December 27th loss of pressure event.
- 3- Power outage on January 13th.
- 4- Installation of new radios & well 8 pump house heater.
- 5- Automatic transfer switch for Well #7 installed & working.

C. Sewer system production.

The Land Application Treatment site treats an average of approximately 50,000 gallons per day during the Summer months, and approximately 17,000 gallons per day during the Winter months. Since April, we have been treating an average of 23,000 gallons per day.

D. Sewer maintenance items.

- 1- Two septic tanks have been pumped in the past month.
- 2- 2020 Annual Report due this month.

BAYVIEW WATER & SEWER DISTRICT
 YR TO DATE 12/1/2020 THRU 12/31/2020
 RESOURCES/EXPENSES
 CASH BASIS - PRELIMINARY

	YTD 12/1/2020	December 2020	YTD 12/31/2020	BUDGET 20-21
RESOURCES:				
Certification Fees	\$ -	\$ 594.99	\$ 594.99	\$ 5,000
Sewer Hookups	\$ -	\$ -	\$ -	\$ 6,400
Water Hookups	\$ -	\$ 2,700.00	\$ 2,700.00	\$ 13,500
Misc. Income	\$ -	\$ -	\$ -	\$ 900
Interest Income	\$ -	\$ 60.07	\$ 60.07	\$ 1,000
Water - User Fees	\$ -	\$ 16,275.45	\$ 16,275.45	\$ 198,840
Sewer - User fees	\$ -	\$ 14,652.58	\$ 14,652.58	\$ 188,560
SRF Loan (Reimb)	\$ -	\$ -	\$ -	\$ 30,000
Water Capital Funds	\$ -	\$ 3,800.00	\$ 3,800.00	\$ 56,000
TOTAL RESOURCES	\$ -	\$ 38,083.09	\$ 38,083.09	\$ 500,200
EXPENSES:				
Sewer Maintenance	\$ -	\$ 7,813.07	\$ 7,813.07	\$ 85,420
Water Maintenance	\$ -	\$ 1,723.54	\$ 1,723.54	\$ 65,500
Vehicle Expense	\$ -	\$ 156.80	\$ 156.80	\$ 2,240
Contract Labor	\$ -	\$ -	\$ -	\$ 7,310
Director Fees	\$ -	\$ 250.00	\$ 250.00	\$ 3,000
Dues & Subscriptions	\$ -	\$ 16.99	\$ 16.99	\$ 1,872
Office Supplies	\$ -	\$ 95.35	\$ 95.35	\$ 3,250
System Operator	\$ -	\$ 7,000.00	\$ 7,000.00	\$ 84,000
Property Taxes	\$ -	\$ 187.60	\$ 187.60	\$ 200
Training/Conferences	\$ -	\$ -	\$ -	\$ 1,000
Postage & Delivery	\$ -	\$ 769.45	\$ 769.45	\$ 4,474
Printing & Production	\$ -	\$ -	\$ -	\$ 700
Misc. Expense	\$ -	\$ -	\$ -	\$ -
Liability Insurance	\$ -	\$ -	\$ -	\$ 8,482
Bank Fees	\$ -	\$ 12.01	\$ 12.01	\$ 194
Assessment Fees	\$ -	\$ 465.00	\$ 465.00	\$ 1,860
Office Maintenance	\$ -	\$ 40.00	\$ 40.00	\$ 1,000
Accounting Fees	\$ -	\$ -	\$ -	\$ 10,000
Engineering Fees	\$ -	\$ 2,445.82	\$ 2,445.82	\$ 22,500
Legal Fees	\$ -	\$ 981.25	\$ 981.25	\$ 20,000
Utilities	\$ -	\$ 4,128.07	\$ 4,128.07	\$ 64,564
Payroll Expenses	\$ -	\$ 3,348.73	\$ 3,348.73	\$ 51,768
Capital Additions	\$ -	\$ -	\$ -	\$ -
SRF Loan	\$ -	\$ -	\$ -	\$ 30,000
Operational Expenditures	\$ -	\$ 29,433.68	\$ 29,433.68	\$ 469,334
Water - Capital Facilities Funds	\$ -	\$ 3,800.00	\$ 3,800.00	\$ 56,000
TOTAL EXPENSES	\$ -	\$ 29,433.68	\$ 29,433.68	\$ 525,334
NET	\$ -	\$ 8,649.41	\$ 8,649.41	
PLUS BEG BAL	\$ 252,087.41	\$ -	\$ 645,778.84	
AVAIL RESOURCES	\$ 252,087.41	\$ 8,649.41	\$ 654,428.25	
TOTAL AVAILABLE CASH	\$ 252,087.41		\$ 661,127.01	
DEPOSITED IN:				
General O&M #7564		\$ 138,501.95		
Sewer Saving #8307		\$ 38,105.17		
Water Saving #8299		\$ 42,581.95		
LID Guarantee #1227		\$ 111,732.59		
LID Fund #9680		\$ 267,050.21		
Water Capital Fund #3587		\$ 60,651.19		
Sewer Capital Fund #3588		\$ -		
TOTAL			\$ 658,623.06	