

Bayview Water & Sewer District

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SPECIAL MEETING MINUTES

July 23, 2021

Call to Order and Roll Call: Chairperson Ali Spahn opened the meeting at 12:00 PM and a roll call confirmed Vice-Chair Colleen Dahlseid and directors Shon Luoma, and Ted Bare were also present.

Others Present: District operator Bob Kuchenski, District treasurer Jessie Roe, and District engineers Kyle Meschko and Ben Davis.

Guests Present: None.

Agenda Items

1. Approve Alternatives Presented by Keller for Water System Improvements meeting on July 19, 2021: (Attached) Both improvement/building alternatives provided would be in the same location and the Board is concerned about being able to fit all the improvements within the existing area being used and with setback requirements. Alternative two would be a 5' difference in length for the building. Keller evaluated two alternatives because they wanted to put options in front of the Board and DEQ favors when the District is provided options and alternatives but Keller would ultimately recommend option two (2), as does the District operator. After much discussion the Board directed Keller Associates to go with alternative two but like to hear back from planning and zoning on their final comments regarding setbacks.
2. Discussion Regarding Condo Request: Ms. Roe reported to the Board that the owner of the parcel who maintains the Reserve at Bayview Condos had requested information on how many ER's the parcel has allocated. Ms. Roe said that they have 31.9 ER's and are only using twelve (12) currently.
3. Approval of Construction Improvement Agreement: Tabled for review from District attorney.
4. Approve District Office Administrator/Treasurer Job Description: The Board reviewed the job description prepared by Chairperson Spahn and approved it following a motion from Mr. Bare and seconded by Mr. Luoma. All were in favor, motion carried.
5. Approve Annual Raise for Employee Jessie Roe: The Board formally approved the raise and retirement percentage given by former Chairman Nolan and former vice-chair Leake following a motion from Ms. Dahlseid and seconded by Mr. Bare. All were in favor, motion carried. The current year's employee evaluation and raise, plus the retroactive retirement funds that should have been paid from last employee evaluation to-date was approved following a motion from Mr. Bare and seconded by Ms. Dahlseid. All were in favor, motion carried. Chairman Spahn said she would research the retirement fund accounts available to the District and will advise the board.

With no further business to discuss the special meeting was adjourned at 12:50 PM following a motion from Ms. Dahlseid and seconded by Mr. Luoma. All were in favor, motion carried.

Respectfully Submitted and Approved:

Jessie Roe
Administrative/Treasurer

Ali Spahn
Chairperson of the Board