

Bayview Water & Sewer District

16401 E. Emerson Dr., Bayview, ID 83803
Broadcasted over ZOOM

SPECIAL MEETING MINUTES

November 3, 2021

Call to Order and Roll Call: Chairperson Colleen Dahlseid opened the meeting at 3:04 PM and a roll call confirmed Vice-Chair Ted Bare and director Shon Luoma, were also present.

Others Present: District operators Bob Kuchenski and Bob Hansen, District treasurer Jessie Roe.

Guests Present: None.

Agenda Items

1. Septic Testing for Silver Water Association: The Board requested Ms. Roe do a public records request with Department of Environmental Quality (DEQ) to see if there are any agreements filed with them. Mr. Hansen suggesting looking at their annual nitrate test results as well.
2. Providing Back-up Water Assistance to Smaller Systems in Bayview: The engineer said if the District is going to consider one then they should be prepared to consider all other small water systems in the area as well. The Board discussed how they would charge for the connection with initial costs as well as routine monthly cost, cross connection requirements, backflow prevention, liability and the need to meter the connection. The operators suggested having the meter 'radio read' so that an operator could be notified if usage is detected.
3. New Sewer Connections at Creekside RV Park – Available ER's?: The Board agreed to talk with the District attorney and request that her office write a letter notifying the customer of the violations and the need for permitting.
4. Amend Source Water Protection Plan (SWPP), Table 3 – Regarding Facebook Page: The proposed changes were approved following a motion from Mr. Luoma and seconded by Mr. Bare. All were in favor, motion carried.
5. Contact Panhandle Area Council (PAC) Regarding Grant Funds: Ms. Roe said she spoke with PAC and they informed her that there are no other available grants that the District has not already pursued. The District has been very proactive in their attempts to procure any available grant money to-date.
6. Approve Resolution 2021-012 & Amended Rate Schedule: Following the public hearing on November 30, 2021 that discussed all changes to the rate schedule, the Board voted to approve the amended rate schedule following a motion from Mr. Luoma and seconded by Mr. Bare. All were in favor, motion carried.
7. Adopt Budget for Fiscal Year 2021-2022: Following the public hearing on November 30, 2021 that presented the proposed upcoming fiscal year budget where all comments from the public were heard, the Board approved the fiscal year 2021-2022 budget following a motion from Mr. Bare and seconded by Mr. Luoma. All were in favor, motion carried.
8. Low-Income Home Water Assistance Program (LIHWAP): The Board directed staff to send the agreement to the District attorney for review and then bring back to the Board for approval once comments were received following a motion from Mr. Luoma and seconded by Mr. Bare. All were in favor, motion carried.

9. Proceed with Rate Adjustments to Sewer Accounts: Chair Dahlseid and Ms. Roe are still awaiting a response from Gary Seivers with Idaho Rural Water Association (IRWA) on the cost to include a rate study for the sewer portion of user fees as well. He is in the process of formulating an updated rate study for the water portion after meeting with Ms. Roe and Chair Dahlseid to discuss all the requested changes to IRWA's first draft of the rate study.
10. Update: Released LID Funds & Bank Balances: Ms. Dahlseid asked the status of the reimbursement request or water maintenance. Ms. Roe responded that she is awaiting a signed reimbursement request from the main vendor but she will contact them for an update. The Board then directed Ms. Roe to make the transfers outline in Resolution 2021-009 back from the general Operations and Maintenance (O&M) account into their respective accounts for water and sewer capital facilities.
11. Update: Meeting with CPA Sean Moglia: Mr. Moglia confirmed that he will be keeping a close watch on all expenses incurred and keep the Board up-to-date so there are no surprises in costs throughout the duration of the financial statement updating project.

With no further business to discuss the special meeting was adjourned at 5:15 PM following a motion from Mr. Luoma and seconded by Mr. Bare. All were in favor, motion carried.

Respectfully Submitted and Approved:

Jessie Roe
Administrative/Treasurer

Colleen Dahlseid
Chairperson of the Board