

Bayview Water & Sewer District
16401 E. Emerson Dr., Bayview, ID 83803
Broadcasted over ZOOM

REGULAR MEETING MINUTES
January 20, 2022

Call to Order and Roll Call: Chair Colleen Dahlseid opened the meeting at 3:30 pm and a roll call confirmed Vice-Chair Ted Bare, Patricia Johnson (via Zoom) and director Shon Luoma were also present.

Others Present: District operators Bob Kuchenski and Bob Hansen, District treasurer Jessie Roe, District attorney Caitlin Kling (via Zoom) and District engineer Kyle Meschko (via Zoom).

Guests Present: Connie Krueger and Gary Schmidt with Lakestone Development.

Consent Agenda: Mr. Luoma motioned to approve the consent agenda: approval of the minutes for December 2, 16, 20, 2021 minutes, all financial reports for December 2021, the approval to pay monthly bills as listed and the delinquent list. The motion was seconded by Mr. Bare. All were in favor, motion carried.

Reports:

Operator Report: Mr. Kuchenski reported on the District operations from December 17, 2021 to January 20, 2022 (attached).

Treasurer's Report: Ms. Roe presented the financial report for the month of December 2021 (attached).

Engineering Report – Update/Discussion: Mr. Meschko presented his engineering report and update (attached).

New Business:

- 1.) Lakestone Development – Discuss Development RE: B-0000-034-5450: Ms. Krueger said they were just waiting on an overall update from the District's engineer. Mr. Meschko said he had reached out to the Department of Environmental Quality (DEQ) following their last meeting and inquired with them whether the existing 4" sewer main line would or could be grandfathered into a DEQ approval to allow Lakestone connecting into our system with the existing infrastructure in place. The existing 4" gravity fed line does not meet the 8" requirement and set standards that DEQ currently holds. This inquiry has sparked concerned and interest from DEQ in regard to an outdated sewer system facility plan by Bayview. Lakestone would like to move forward with construction in the spring of 2022. Mr. Meschko said he would setup another call with Chris Westerman with DEQ, Gordon Dobler and Connie Krueger to see what the next steps will be to move forward.
- 2.) Customer Request for Septic Tank Costs Reimbursed: District operator Mr. Kuchenski said he reviewed his notes and service calls. March 2020 the District had their tank pumping service go to the property and the tank attached to the system was pumped. At that time, it was noticed that an old tank was on the property and had not been filled in or abandoned per the 1992 LID sewer system requirements. The Board asked Ms. Roe to

contact the District attorney and inquiry what the District's responsibility in this matter will be and respond to the homeowner with this information.

- 3.) Vista Bay West Meter – Start Charging: The water meter was discovered in the Spring of 2021. The Board asked Ms. Roe to generate a bill for this meter and send it to the customer and make the bill retroactive to the date of the discovery of the meter.
- 4.) Approve Construction Standards: Tabled by the Board.
- 5.) New 10-inch Water Meter to Replace the Non-Functioning Meter in Farragut State Park: Mr. Kuchenski said this meter will fundamentally transform the way water loss tracking is done. The District will be able to track water loss between the Park and the main system. Mr. Hansen recommended to put a 2" bypass in to keep service uninterrupted while changing the meter out. Mr. Kuchenski projected the cost of the meter to be between \$5,000 to \$6,000 and totaling between \$10,000 to \$15,000 for parts and labor to install. Mr. Bare motioned to approve the purchased and cost for install and was seconded by Mr. Luoma. All were in favor, motion carried.

Old/Ongoing Business:

- 1.) Review of Sewer Capacity Determination Requirements (Bob Hansen): Mr. Hansen said there was nothing new to report at this time.
- 2.) New Sewer Connections at Creekside RV Park: Ms. Roe reported on the outcome of the meeting and said it went very well. There was understanding for the need to update records and create rate equity among all customers as well as for the District. This account will change from \$66.40 to \$221 a month, with a total of 8.5 ER's to be billed. A follow-up site inspection will be done in the spring when the snow is melted.
- 3.) Review Board Action Item List: The Board reviewed and updated the list.
- 4.) Update: Status CDA Books – Re-Design of Financial Statements: Ms. Roe has a meeting on February 10, 2022 to discuss the statement designs.
- 5.) Update: Silver Water Association – Backup Water Service & Septic Tank Testing: No new information at this time.
- 6.) Update: Rate Study and ER Reconciliation/Rate Equity: The District will be working with the attorney to establish letters to customer, finalizing review process and outline steps forward. Idaho Rural Water Association (IRWA) will also be performing a water and sewer rate study.

Public Matters/Guests: None.

With no further business to discuss the regular meeting was adjourned at 5:53 PM following a motion from Mr. Luoma and seconded by Mr. Bare. All were in favor, motion carried.

Announcements: None

Respectfully Submitted and Approved:

Jessie Roe
Administrative/Treasurer

Colleen Dahlseid
Chair of the Board

1/20/22 Bayview Systems Report

A. Water Production update.

7,686,000 gallons produced by the wells during December. This works out to 248,000 gallons per day produced by the wells. This is the equivalent customer consumption of 495 gallons per day, per service connection. (501 service connections).

7,483,000 gallons produced by the wells during December last year. 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 2 years ago. 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 3 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- Leak in Farragut State Park.
- 2- Additional facilities located in Farragut State Park, relocate water mains
- 3- Ground penetrating radar for locating water & sewer lines.

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. During 2020 year, 7,697,000 gallons have been pumped into the drain fields. This averages out to 21,000 gallons per day, year round. In 2021, 6,784,000 gallons have been pumped into the drain fields. This averages out to 19,000 gallons per day, year round.

D. Sewer maintenance items.

- 1- New Soft start for Sewer Triplex pump #3 installed.
- 2- Sewer treatment site update.
 - a. Treatment site shutdown for the year.
 - b. 2021 Annual report to be issued by January 31st.
- 3- One septic tank has been pumped in the past month.

BAYVIEW WATER & SEWER DISTRICT
 YR TO DATE 12/1/2021 THRU 12/31/2021
 RESOURCES/EXPENSES
 CASH BASIS - PRELIMINARY

	YTD 12/1/2021	December 2021	YTD 12/31/2021	BUDGET 21-22
RESOURCES:				
Certification Fees	\$ -	\$ 633.17	\$ 633.17	\$ 8,000
Sewer Hookups	\$ -	\$ -	\$ -	\$ 6,400
Water Hookups	\$ -	\$ -	\$ -	\$ 60,000
Misc. Income	\$ -	\$ -	\$ -	\$ 900
Interest Income	\$ -	\$ 19.06	\$ 19.06	\$ 250
Water - User Fees	\$ -	\$ 10,395.72	\$ 10,395.72	\$ 223,840
Sewer - User fees	\$ -	\$ 12,289.60	\$ 12,289.60	\$ 184,560
SRF Loan (Reimb)	\$ -	\$ -	\$ -	\$ 100,000
Water Bond - SRF	\$ -	\$ 3,912.00	\$ 3,912.00	\$ 57,600
TOTAL RESOURCES	\$ -	\$ 27,249.55	\$ 27,249.55	\$ 641,550
EXPENSES:				
Sewer Maintenance	\$ -	\$ 2,551.70	\$ 2,551.70	\$ 103,800
Water Maintenance	\$ -	\$ 6,898.49	\$ 6,898.49	\$ 80,172
Vehicle Expense	\$ -	\$ 157.92	\$ 157.92	\$ 4,000
Contract Labor	\$ -	\$ 195.00	\$ 195.00	\$ 11,000
Director Fees	\$ -	\$ 200.00	\$ 200.00	\$ 3,000
Dues & Subscriptions	\$ -	\$ 18.99	\$ 18.99	\$ 3,000
Office Supplies	\$ -	\$ -	\$ -	\$ 1,000
System Operator	\$ -	\$ 7,000.00	\$ 7,000.00	\$ 84,000
Property Taxes	\$ -	\$ 202.60	\$ 202.60	\$ 200
Training/Conferences	\$ -	\$ -	\$ -	\$ 2,400
Postage & Delivery	\$ -	\$ 385.40	\$ 385.40	\$ 4,620
Printing & Production	\$ -	\$ 528.22	\$ 528.22	\$ 1,500
Misc. Expense	\$ -	\$ -	\$ -	\$ -
Office Equipment	\$ -	\$ -	\$ -	\$ 500
Liability Insurance	\$ -	\$ -	\$ -	\$ 8,300
Bank Fees	\$ -	\$ 15.01	\$ 15.01	\$ 194
Assessment Fees	\$ -	\$ 470.00	\$ 470.00	\$ 1,890
Office Maintenance	\$ -	\$ 670.00	\$ 670.00	\$ 1,500
Accounting Fees	\$ -	\$ -	\$ -	\$ 12,000
Engineering Fees	\$ -	\$ 1,030.00	\$ 1,030.00	\$ 20,000
Legal Fees	\$ -	\$ 277.00	\$ 277.00	\$ 14,000
Utilities	\$ -	\$ 5,220.20	\$ 5,220.20	\$ 70,000
Payroll Expenses	\$ -	\$ 4,704.01	\$ 4,704.01	\$ 56,874
Capital Additions	\$ -	\$ -	\$ -	\$ -
SRF Loan	\$ -	\$ -	\$ -	\$ 100,000
Operational Expenditures	\$ -	\$ 30,524.54	\$ 30,524.54	\$ 583,950
Water Bond - SRF	\$ -	\$ 3,912.00	\$ 3,912.00	\$ 57,600
TOTAL EXPENSES			\$ 30,524.54	\$ 641,550
NET	\$ -	\$ (3,274.99)	\$ (3,274.99)	
PLUS BEG BAL	\$ 252,087.41	\$ -	\$ 525,764.44	
AVAIL RESOURCES	\$ 252,087.41	\$ (3,274.99)	\$ 522,489.45	
TOTAL AVAILABLE CASH	\$ 252,087.41		\$ 526,467.75	
DEPOSITED IN:				
DEQ-SRF Loan	#0117	\$ 99,267.42		
General O&M	#7564	\$ 187,284.36		
Sewer Cap Facility	#8307	\$ 38,117.79		
Water Cap Facility	#8299	\$ 52,993.12		
Cape Horn O&M	#4552	\$ 154,853.01		
TOTAL			\$ 532,515.70	