

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

REGULAR MEETING MINUTES
October 20, 2022

Call to Order and Roll Call: Chairman Ted Bare opened the meeting at 3:30 PM and a roll call confirmed Vice-Chair Shon Luoma and directors Paul Franz, Jeff Frensdorf and Patricia Johnson (via Zoom) were also present.

Others Present: District treasurer Jessie Roe, District clerk Clint Kuhman, District operators Bob Kuchenski and Bob Hansen, and District engineer Kyle Meschko (via zoom).

Guests Present: Members of the public.

Executive Session: Mr. Luoma motioned to enter executive session at 3:33 PM under Idaho Code §74-206(1)(f)] To communicate with Legal Counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation or, controversies not yet being litigated and §74-206(1)(b)] To consider the evaluation of employee and/or employees. The motion was seconded by Mr. Frensdorf. A roll call vote was taken; Mr. Franz; aye, Mr. Frensdorf; aye, Ms. Johnson; aye, Mr. Luoma; aye, Chairman Bare; aye. All were in favor, motion carried. The Board exited executive session at 4:45 PM.

Action to be Taken Following Executive Session: The Board directed staff to research what was discussed with legal counsel for allotted ERs following a motion from Mr. Franz and seconded by Mr. Frensdorf. All were in favor, motion carried. The Board then directed Mr. Luoma to discuss and present the staff with the employee packages following annual employee evaluations following a motion from Mr. Luoma and seconded by Mr. Franz. All were in favor, motion carried.

Consent Agenda: Mr. Luoma motioned to approve the consent agenda: approval of the minutes for September 15, 2022, approval to pay the October monthly bills as listed and the September 2022 financial reports. The motion was seconded by Mr. Franz. All were in favor, motion carried.

Reports:

Operator Report: Mr. Kuchenski reported on the District operations from September 16, 2022 to October 20, 2022 (attached).

Treasurer's Report: Ms. Roe presented the Profit and Loss compared to budget for the month of September 2022 (attached).

Engineering Report – Update/Discussion: With previous commitments and meetings, Mr. Meschko had to remove himself from the remaining portion of the meeting while the Board met in executive session. In his absence, Ms. Roe presented his engineering report (attached). The Board said they were not ready to discuss going to bid for phase two until they were able to ask Keller more questions. The Board directed staff to setup a special meeting with Keller Associates.

New Business:

- 1.) Chlorine Monitoring System for Land Application Site: The operators would be able to monitor the site remotely instead of needing to be onsite seven days a week, including weekends, for monitoring and testing. Currently there is no communication at the site. If there is a system failure the operators would be able to get notification in real time and repairs can begin immediately.
- 2.) SCADA Proposal from Bigfoot Technical Services: Mr. Kuchenski will check in with the engineers to determine their progress on incorporating this item into the overall Water Improvement Project for the SRF loan.

Old/Ongoing Business:

- 1.) Update: Lake City Law – Water Ordinance: District attorney, Zach Jones, discussed progress on the water ordinance following executive session decision taken. He informed the Board that he would like to get a committee together which would include one member of the Board, the District operator Bob Kuchenski, Caitlin Kling and himself. Although they can progress forward and mimic similar ordinances that operate in similar fashion to this District there are a few large item differences that are specific to the Bayview Water and Sewer District, such a marinas and overages to be charged when multiple homes are using one meter.
- 2.) Site Inspections Progress Report: Ms. Roe gave her progress on the site inspections and updates on tracking previous inspections done.
- 3.) Review Board Action Item List: The Board reviewed and updated the BAIL.
- 4.) Delinquent List: The Board reviewed the delinquent list.

Public Matters/Guests: None.

With no further business to discuss the regular meeting was adjourned at 6:02 PM following a motion from Mr. Luoma and seconded by Mr. Franz. All were in favor, motion carried.

Announcements: None.

Respectfully Submitted and Approved:

Jessie Roe
Administrative/Treasurer

Ted Bare
Chair of the Board

10/19/22 Bayview Systems Report

A. Water Production update.

11,259,000 gallons produced by the wells during September. 5,536,000 gallons of consumption registered through customers meters. This works out to 375,000 gallons per day produced by the wells of which 185,000 gallons per day registered through customers meters. This is the equivalent customer consumption of 361 gallons per day, per service connection. (513 service connections). Unaccounted for water lost is 5,723,000 gallons or 51% of production totals by the wells.

8,934,000 gallons produced by the wells during September last year. 4,763,000 gallons of consumption registered through customers meters. This works out to 298,000 gallons per day produced by the wells of which 159,000 gallons per day registered through customers meters. This is the equivalent customer consumption of 317 gallons per day, per service connection. (501 service connections). Unaccounted for water lost is 4,171,000 gallons or 47% of production totals by the wells.

10,999,000 gallons produced by the wells during September 2 years ago. 6,991,000 gallons of consumption registered through customers meters. This works out to 324,000 gallons per day produced by the wells of which 206,000 gallons per day registered through customers meters. This is the equivalent customer consumption of 437 gallons per day, per service connection. (471 service connections). Unaccounted for water lost is 4,008,000 gallons or 36% of production totals by the wells.

7,560,000 gallons produced by the wells during September 3 years ago.
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- SCADA system update (on main agenda).
- 2- Replacing bad meters.
- 3- Annual sampling including lead/copper testing completed.
- 4- Service line break on Cottonwood Court.

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. In 2022, 7,754,000 gallons have been pumped into the drain fields. This averages out to 21,000 gallons per day, year round.

D. Sewer maintenance items.

- 1- Sewer treatment site update.
 - A. The land application treatment site is closed for the season due to lightning strike which knocked out the PLC. 2 month lead time for a new one due to supply chain issues.
- 2- Seven septic tanks have been pumped in the past month.
- 3- Mysterious septic tank lids on Cape Horn Road.
- 4- Planned thinning of 80 acre treatment site.
- 5- Chlorine monitoring system at treatment site.

Bayview Water & Sewer District Profit & Loss by Class

	September 2022	01 - Sewer	02 - Water	TOTAL
Ordinary Income/Expense				
Income				
4000 · Certified Fees				
4001 · Certified User Fees	159.65	159.64	319.29	
Total 4000 · Certified Fees	159.65	159.64	319.29	
4100 · Sewer				
4102 · Sewer Late Fees	110.34	0.00	110.34	
4100 · Sewer - Other	16,056.78	0.00	16,056.78	
Total 4100 · Sewer	16,167.12	0.00	16,167.12	
4200 · Water				
4202 · Water Late Fees	0.00	339.92	339.92	
4206 · Water Charge - Water Bond	0.00	5,328.00	5,328.00	
4200 · Water - Other	0.00	39,735.34	39,735.34	
Total 4200 · Water	0.00	45,403.26	45,403.26	
Total Income	16,326.77	45,562.90	61,889.67	
Expense				
6001 · Sewer Maintenance	3,772.82	0.00	3,772.82	
7001 · Water Maintenance	0.00	10,382.61	10,382.61	
8001 · Vehicle Expense	158.05	158.06	316.11	
8002 · Contract Labor	100.00	100.00	200.00	
8003 · Director's Fees	125.00	125.00	250.00	
8004 · Dues & Subscriptions	9.49	9.50	18.99	
8005 · Office Supplies	1.91	1.95	3.86	
8006 · System Operator	4,200.00	2,800.00	7,000.00	
8011 · Postage & Delivery	252.71	252.71	505.42	
8200 · Insurance Expense				
8201 · Liability Insurance	2,177.25	2,177.25	4,354.50	
Total 8200 · Insurance Expense	2,177.25	2,177.25	4,354.50	
8300 · Fees & Charges				
8301 · Bank Fees	6.00	7.00	13.00	
Total 8300 · Fees & Charges	6.00	7.00	13.00	
8400 · Maintenance				
8401 · Janitorial	20.00	20.00	40.00	
Total 8400 · Maintenance	20.00	20.00	40.00	
8500 · Professional Fees				
8502 · Engineering	933.75	933.75	1,867.50	
Total 8500 · Professional Fees	933.75	933.75	1,867.50	

Bayview Water & Sewer District Profit & Loss by Class

	September 2022	01 - Sewer	02 - Water	TOTAL
8600 · Telephone				
8601 · Auto Dialers		97.08	97.08	194.16
Total 8600 · Telephone		97.08	97.08	194.16
8700 · Utilities				
8701 · Electric		3,296.76	3,296.77	6,593.53
8703 · Garbage		10.25	10.25	20.50
Total 8700 · Utilities		3,307.01	3,307.02	6,614.03
8800 · Payroll Expenses		2,166.57	2,166.57	4,333.14
Total Expense		17,327.64	22,538.50	39,866.14
Net Ordinary Income		-1,000.87	23,024.40	22,023.53
Other Income/Expense				
Other Income				
4306 · Interest & Penalties Income		5.07	13.70	18.77
Total Other Income		5.07	13.70	18.77
Net Other Income		5.07	13.70	18.77
Net Income		-995.80	23,038.10	22,042.30