

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

REGULAR MEETING MINUTES
February 16, 2023

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 director Paul Franz were also present.

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

Guests Present: Members of the public.

Consent Agenda: Mr. Luoma motioned to approve the consent agenda: approval of the minutes for January 19, 2023, approval to pay the February monthly bills as listed and the January 2023 financial reports. The motion was seconded by Mr. Franz. All were in favor, motion carried.

Reports:

Operator Report: Mr. Kuchenski reported on the District's operations from January 20, 2023 to February 16, 2023 (attached).

Treasurer's Report: Ms. Roe presented the Profit and Loss for the month of January 2023 (attached).

Engineering Report – Update/Discussion: Mr. Meschko discussed the increase in material costs and the upcoming agenda item for the first change order from Lariviere for the 12 inch transmission main.

New Business:

- 1.) **Nominate a New Chairman:** Mr. Franz motioned to nominate Mr. Luoma as the new chairman of the Board of Directors starting with the March regular meeting followed by a second from Chairman Bare. All were in favor, motion carried.
- 2.) **Water Improvements Change Order No. 1, Add Alternative 2 - Navy Property 12" Transmission Main:** Mr. Luoma motioned to approve change order number one from Lariviere for the increase in material costs, followed by a second from Mr. Franz. All were in favor, motion carried.
- 3.) **SCADA System Request for Proposal (RFP):** The Board asked Mr. Kuchenski to obtain three quotes for a SCADA system and the alarm system upgrades, as well as radio and communications system upgrades. The motion was made by Mr. Franz and seconded by Mr. Luoma. All were in favor, motion carried.
- 4.) **17544 E Cape Horn – Pumping and Repair Costs:** Mr. Kuchenski informed the Board of a recent situation where a customer's septic tank needed pumping. Repairs need to be made with the pump and a riser will need to be installed before the tank can be properly and thoroughly pumped out. The location of the riser will need to be under the customer's deck, as they have built over the inlet portion of the tank. Mr. Kuchenski will need to ensure he follows District policy and have the contracted company working on the tank to hold a public works license. The customer is responsible for the cost of the riser,

as it is the customer's responsibility to keep the tank serviceable and free of debris. This is in accordance with the District rate schedule, ordinance and policies.

- 5.) 34433 Bluebird Lane – Debris and Uncovering Cost for Pumping and Repair: Following the District's rate schedule and existing ordinance and policy, the customer will be responsible for the cost of removing debris/dirt from the lid on the tank. This will enable the District to pump the tank and make necessary repairs.
- 6.) Subsurface Instruments Locating Equipment – Purchase?: Mr. Kuchenski presented a demonstration of an AML subsurface location equipment that will assist the District in locating lines underground. This will help during the water improvement project, locating lines in service calls when a customer calls 811 dig, and new connections for water and/or sewer. Mr. Luoma motioned to approve the subsurface locating equipment purchase in the amount of \$6,200 which was seconded by Mr. Franz. All were in favor, motion carried.
- 7.) Leak Investigation North End of Corbin: Repairs were made last fall to a District service line but there are other water system service lines that run in the area and Mr. Kuchenski is confident that it is not BWSO service lines. At this time, the District is not going to spend any money to investigate a possible leak that the District is confident is not a part of BWSO.

Old/Ongoing Business:

- 1.) Update: Lake City Law – Water Ordinance: Ms. Roe has been out of the Country since the last meeting. Now that she is back, she will coordinate a meeting to discuss meter size billing for commercial accounts.
- 2.) Site Inspections Progress Report: No new progress to report at this point.
- 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 5:23 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

2/16/23 Bayview Systems Report

A. Water Production update.

9,871,000 gallons produced by the wells during January. This works out to 318,000 gallons per day produced by the wells. This is the equivalent customer consumption of 620 gallons per day, per service connection. (513 service connections).

10,123,000 gallons produced by the wells during January last year. This works out to 327,000 gallons per day produced by the wells. This is the equivalent customer consumption of 653 gallons per day, per service connection. (501 service connections).

6,025,000 gallons produced by the wells during January 2 years ago. This works out to 194,000 gallons per day produced by the wells. This is the equivalent customer consumption of 200 gallons per day, per service connection. (471 service connections).

5,026,000 gallons produced by the wells during January 3 years ago. This works out to 162,000 gallons per day produced by the wells. This is the equivalent customer consumption of 345 gallons per day, per service connection. (470 service connections).

5,086,000 gallons produced by the wells during January 4 years ago. This works out to 164,000 gallons per day produced by the wells. This is the equivalent of 353 gallons per day, per service connection. (465 service connections).

B. Water system items:

- 1- New locating equipment.
- 2- SCADA and radio proposals.

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- One septic tank was pumped in the past month.
- 2- District Policy of Public Works licensed contractors working on sewer facilities.
- 3- Planned thinning of 80 acre treatment site. Further review of required thinning with the guidance of the silvicultural plan to be evaluated as conditions allow.
- 4- Repair of control valves and PLC will occur as conditions allow.
- 5- Packing glands replaced on all Sewer Triplex pumps.

Bayview Water & Sewer District
Profit & Loss by Class
February 2023

	01 - Sewer	02 - Water	TOTAL
Ordinary Income/Expense			
Income			
4000 · Certified Fees			
4001 · Certified User Fees	3,010.36	3,010.40	6,020.76
Total 4000 · Certified Fees	3,010.36	3,010.40	6,020.76
4100 · Sewer			
4102 · Sewer Late Fees	198.12	0.00	198.12
4100 · Sewer - Other	15,892.98	0.00	15,892.98
Total 4100 · Sewer	16,091.10	0.00	16,091.10
4200 · Water			
4202 · Water Late Fees	0.00	506.67	506.67
4206 · Water Charge - Water Bond	0.00	5,320.00	5,320.00
4200 · Water - Other	0.00	16,738.00	16,738.00
Total 4200 · Water	0.00	22,564.67	22,564.67
Total Income	19,101.46	25,575.07	44,676.53
Expense			
6001 · Sewer Maintenance	11,989.13	0.00	11,989.13
7001 · Water Maintenance	0.00	11,591.27	11,591.27
8001 · Vehicle Expense	45.23	45.23	90.46
8002 · Contract Labor	453.12	453.13	906.25
8003 · Director's Fees	75.00	75.00	150.00
8004 · Dues & Subscriptions	316.99	317.00	633.99
8006 · System Operator	4,400.00	2,800.00	7,200.00
8011 · Postage & Delivery	198.57	198.58	397.15
8300 · Fees & Charges			
8301 · Bank Fees	23.50	24.50	48.00
Total 8300 · Fees & Charges	23.50	24.50	48.00
8400 · Maintenance			
8401 · Janitorial	20.00	20.00	40.00
Total 8400 · Maintenance	20.00	20.00	40.00
8500 · Professional Fees			
8503 · Legal Fees	136.00	136.00	272.00
Total 8500 · Professional Fees	136.00	136.00	272.00
8600 · Telephone			
8601 · Auto Dialers	140.42	140.41	280.83
8602 · Office	104.98	104.98	209.96
Total 8600 · Telephone	245.40	245.39	490.79
8700 · Utilities			
8701 · Electric	2,563.40	2,563.41	5,126.81
8703 · Garbage	3.75	3.75	7.50
Total 8700 · Utilities	2,567.15	2,567.16	5,134.31
8800 · Payroll Expenses	2,613.59	2,613.59	5,227.18
Total Expense	23,083.68	21,086.85	44,170.53
Net Ordinary Income	-3,982.22	4,488.22	506.00
Other Income/Expense			
Other Income			
4306 · Interest & Penalties Income	5.67	14.34	20.01
Total Other Income	5.67	14.34	20.01
Net Other Income	5.67	14.34	20.01
Net Income	-3,976.55	4,502.56	526.01