

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

REGULAR MEETING MINUTES

April 20, 2023

Call to Order and Roll Call: Chairman Shon Luoma opened the meeting at 3:30 PM and a roll call confirmed directors Ted Bare, Jeff Frensdorf and Paul Franz were also present.

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

Guests Present: Members of the public.

Consent Agenda: Mr. Bare motioned to approve the consent agenda: approval of the minutes for March 16 & April 7, 2023, approval to pay the April monthly bills as listed and the March 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 March 17, 2023 to April 20, 2023 (attached).

Treasurer's Report: Ms. Roe presented the Profit and Loss report for March 2023 (attached).

Engineering Report – Update/Discussion: Mr. Davis reported that the contractors with LaRiviere conducted a pressure test on the all-new 12" water main from the Well #8 valve to Farragut Tank April 19th and the new main passed pressure for all 3,360 lineal feet of pipe. Construction is going well and progressing in a timely manner.

New Business:

- 1.) SCADA System & Radio Communication System – Three Bids/Quotes: The Board approved the quote from Bigfoot Technologies in the amount of \$49,000 for the radio communication system and \$16,765 for the SCADA and alarm upgrade with the inclusion of a more robust grounding system to better withstand lightning, following a motion from Mr. Bare and seconded by Mr. Frensdorf.
- 2.) Estimate for Replacing a Pump at the Sewer Triplex: The Board asked Mr. Kuchenski to double check the horsepower of the quoted pump. They also inquired on the system's pump usage. Mr. Kuchenski informed the Board that the District operates mainly off one pump and occasionally uses two, when needed. The District currently has three pumps in the Tri-plex pump house.
- 3.) El Dorado – Billing Service Upgrade/ Quote: The upgrade will allow users to view their account online, make automatic payments/withdrawals to pay their account(s), monitor their water usage and much more. The quote for an upgrade from version 9 to version 10

was approved following a motion from Mr. Franz and seconded by Mr. Bare. All were in favor, motion carried. Mr. Franz asked Ms. Roe to look into iCloud data backup for the District computer.

- 4.) Lawn Mowing Bid for 2023: The Board approved the \$50 monthly increase in lawn care for the 2023 summer following a motion from Mr. Bare and seconded by Mr. Franz. All were in favor, motion carried.
- 5.) Hansen Timber Agreement(s): The Board authorized Chairman Luoma to sign the agreements following a motion from Mr. Franz and seconded by Mr. Frensdorf. All were in favor, motion carried.
- 6.) Water Improvement Project; State Revolving Fund (SRF) Loan - \$8 Increase Already Made November 2021 and Future Increases Proposed at the Start of the Bond: The Board would like to discuss a public information outreach program and give the public plenty of time to absorb the idea of another rate increase to prepare for repaying the SRF loan. The new billing software upgrade will greatly assist in disseminating information to the users.

Old/Ongoing Business:

- 1.) Update: Land Application Upkeep in Accordance w/ Silviculture Plan: Mr. Kuchenski said the land application site still has some snow on it but once that is gone the brush clearing can start. He will start to obtain bids and research companies.
- 2.) Update: Lake City Law – Water Ordinance: Ms. Roe will send out a doodle poll amongst the board to establish workshop meeting times for the board for the following months.
- 3.) Site Inspections Progress Report: No new progress to report at this point.
- 4.) Review Board Action Item List: The Board reviewed and updated the BAIL.
- 5.) Delinquent List: The Board reviewed the delinquent list.

Public Matters/Guests: None.

With no further business to discuss the regular meeting was adjourned at 5:28 PM following a motion from Mr. Bare and seconded by Mr. Franz. All were in favor, motion carried.

Announcements: None.

Respectfully Submitted and Approved:

Jessie Roe
Administrative/Treasurer

Shon Luoma
Chair of the Board

4/20/23 Bayview Systems Report

A. Water Production update.

9,698,000 gallons produced by the wells during March.* This works out to 313,000 gallons per day produced by the wells. This is the equivalent customer consumption of 610 gallons per day, per service connection. (513 service connections). *Includes an overflow at the Pend Oreille Pines reservoir.

9,004,000 gallons produced by the wells during March last year. This works out to 290,000 gallons per day produced by the wells. This is the equivalent customer consumption of 591 gallons per day, per service connection. (501 service connections).

6,583,000 gallons produced by the wells during March 2 years ago. This works out to 212,000 gallons per day produced by the wells. This is the equivalent customer consumption of 450 gallons per day, per service connection. (471 service connections).

6,503,000 gallons produced by the wells during March 3 years ago. This works out to 210,000 gallons per day produced by the wells. This is the equivalent customer consumption of 447 gallons per day, per service connection. (470 service connections).

6,680,000 gallons produced by the wells during March 4 years ago. This works out to 215,000 gallons per day produced by the wells. This is the equivalent of 462 gallons per day, per service connection. (465 service connections). Unaccounted for water lost is estimated at 3,140,000 gallons or 47% of production totals by the wells.

B. Water system items:

- 1- SCADA and radio proposals
- 2- Farragut State Park meter.

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- 4 septic tanks were pumped in the past month.
- 2- 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.
- 3- Repair of control valves and PLC will occur as conditions allow.
- 4- Sewer main repair below Cape Horn Road.

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

	01 - Sewer	02 - Water	TOTAL
Ordinary Income/Expense			
Income			
4000 · Certified Fees			
4001 · Certified User Fees	1.94	0.00	1.94
Total 4000 · Certified Fees	1.94	0.00	1.94
4100 · Sewer			
4102 · Sewer Late Fees	129.60	0.00	129.60
4100 · Sewer - Other	15,892.98	0.00	15,892.98
Total 4100 · Sewer	16,022.58	0.00	16,022.58
4200 · Water			
4202 · Water Late Fees	0.00	205.45	205.45
4206 · Water Charge - Water Bond	0.00	5,320.00	5,320.00
4200 · Water - Other	0.00	16,685.50	16,685.50
Total 4200 · Water	0.00	22,210.95	22,210.95
Total Income	16,024.52	22,210.95	38,235.47
Expense			
6001 · Sewer Maintenance	9,813.90	0.00	9,813.90
7001 · Water Maintenance	0.00	1,914.50	1,914.50
8001 · Vehicle Expense	108.58	108.57	217.15
8002 · Contract Labor	125.00	125.00	250.00
8004 · Dues & Subscriptions	574.99	575.00	1,149.99
8005 · Office Supplies	253.85	253.87	507.72
8006 · System Operator	4,400.00	2,800.00	7,200.00
8011 · Postage & Delivery	200.14	200.14	400.28
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
8302 · Assessment Fees	0.00	470.00	470.00
Total 8300 · Fees & Charges	6.00	477.00	483.00
8400 · Maintenance			
8401 · Janitorial	20.00	20.00	40.00
Total 8400 · Maintenance	20.00	20.00	40.00
8500 · Professional Fees			
8502 · Engineering	1,528.75	1,528.75	3,057.50
8503 · Legal Fees	102.00	1,904.00	2,006.00
Total 8500 · Professional Fees	1,630.75	3,432.75	5,063.50
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	2,751.18	2,751.18	5,502.36
8703 · Garbage	21.75	21.75	43.50
Total 8700 · Utilities	2,772.93	2,772.93	5,545.86
8800 · Payroll Expenses	2,411.78	2,411.79	4,823.57
Total Expense	24,740.57	17,514.19	42,254.76
Net Ordinary Income	-8,716.05	4,696.76	-4,019.29
Other Income/Expense			

5:57 PM

04/17/23

Accrual Basis

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

	<u>01 - Sewer</u>	<u>02 - Water</u>	<u>TOTAL</u>
Other Income			
4306 - Interest & Penalties Income	4.82	12.83	17.65
Total Other Income	4.82	12.83	17.65
Net Other Income	4.82	12.83	17.65
Net Income	<u>-8,711.23</u>	<u>4,709.59</u>	<u>-4,001.64</u>