

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

**REGULAR MEETING MINUTES**

March 20, 2025

**Call to Order and Roll Call:** Chairman Shon Luoma opened the meeting at 3:30 PM and a roll call confirmed directors, Jeanna Hofmeister, Dan Tindall and Ted Bare were also present.

**Others Present:** District administrative treasurer Jessie Roe, District clerk Logan Todhunter, District operators Bob Kuchenski (via Zoom), Ian Kuchenski and Bob Hansen, and District engineer Ben Davis (via Zoom).

**Guests Present:** Members of the public.

**Consent Agenda:** Ms. Hofmeister motioned to approve the consent agenda: approval of the minutes for February 20, 2025, approval to pay the March monthly bills as listed and the February 2025 financial reports. The motion was seconded by Mr. Bare. All were in favor, motion carried.

**Reports:**

**Treasurer's Report:** Ms. Roe presented the Profit and Loss financial report for February 2025 (attached).

**Operator Report:** Mr. Kuchenski reported on the District's operations from February 21, 2025 to March 20, 2025 (attached).

**Engineering Report – Update/Discussion:** Mr. Davis updated the Board on the progress of the upcoming Variable Frequency Drive (VFD) work still needed at the new Dromore Booster Station. This work would finalize the contract with LaRiviere and then final payment could be issued. Keller is also working on the Notice to Proceed (NTP) for the contractors, Award Construction, who will be working on the second phase of the Water Improvement Project (WIP). The NTP is expected to be issued March 24, 2025.

**New Business:**

- 1.) Elect Vice-Chair: Chairman Luoma nominated Ms. Hofmeister to hold the position of Vice-Chair. The nomination was accepted by Ms. Hofmeister and approved following a motion from Mr. Bare and second by Chairman Luoma. All were in favor, motion carried.
- 2.) Open Position on the Board – Seat #5: The Board announced that Mr. Franz had stepped down from his position and the District currently has an open seat. Ms. Roe will send out a flyer in the upcoming monthly user billing to aid in finding a member of the public to fill the vacant seat.
- 3.) Approve Equivalent Residential Unit (ERU) Violation Letter: Ms. Hofmesiter presented her draft of an informational flyer intended to be disseminated to the public. The letter will describe the issues the District is experiencing with undocumented and unauthorized sewer or ERU connections currently being served by the District, the legal implications, and possible solutions

being sought. The District hopes to incentive the public to be forthcoming with their connections by asking them to self-report before fines and penalties are imposed. The Board approved the notice with a minor change to the subject line of the letter to include “Addressing Unauthorized Sewer AND Water Hookups”, following a motion from Chairman Luoma and seconded by Mr. Tindall. All were in favor, motion carried.

- 4.) Backflow Prevention Assembly and Testing for Marinas: It is the customer’s responsibility to install and maintain backflow devices on their side of the meter when related to boiler systems, irrigation systems, hot tub connections, etc. However, the Bayview WSD has a unique situation of supplying float homes on the lake. The water supply lines are going into the lake where boats and other matters can compromise the integrity of the water lines on the customer’s side. This leaves the District open for the potential of a compromised water supply from the marinas backflow. Ms. Hofmeister suggested to protect the District’s main water supply by installing backflow devices on the District’s side of the meter to eliminate this vulnerability. The Board would like to research this idea further and directed Mr. Kuchenski to obtain quotes to gain a better understanding of how much this work would cost so further discussion could progress.
- 5.) Sewer Pressure Sensor at the Sewer Land Application Site: This item was tabled until Mr. Kuchenski obtains quotes to present to the Board for review.
- 6.) Shop Garage Doors in Need of Repair: This item was tabled until Mr. Kuchenski obtains quotes to present to the Board for review.

#### **Old/Ongoing Business:**

- 1.) Sewer Connections/Equivalent Residence (ER) Units & Multi-Family Dwellings: The Board is progressing forward in staged steps. The first step being the approval of the ERU letter previously discussed in the meeting to be disseminated to the public.
- 2.) Sewer Reuse Permit 10-Year Renewal: Ms. Roe informed the Board that their originally discussed not-to-exceed amount of \$7,500 for an engineer to do the renewal would need to be increased to \$10,000. Ms. Roe will bring the finalized contract to the next board meeting for approval.
- 3.) Vehicle Access to the Limekiln Booster Station: Item was tabled for further review and research.
- 4.) Delinquent List: The Board reviewed the current delinquent list.
- 5.) Review Board Action Item List: The Board reviewed the list and made comments and updates as necessary.

#### **Public Matters/Guests: None**

With no further business to discuss the regular meeting was adjourned at 5:10 PM following a motion from Ms. Hofmeister and seconded by Mr. Bare. All were in favor, motion carried.

Respectfully Submitted and Approved:

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Jessie Roe  
Administrative/Treasurer

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Shon Luoma  
Chair of the Board

# Bayview Water & Sewer District

## Profit & Loss by Class

### February 2025

	01 - Sewer	02 - Water	TOTAL
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
4000 · Certified Fees			
4001 · Certified User Fees	0.00	2,795.57	2,795.57
<b>Total 4000 · Certified Fees</b>	0.00	2,795.57	2,795.57
4100 · Sewer			
4102 · Sewer Late Fees	241.84	0.00	241.84
4100 · Sewer - Other	25,694.46	0.00	25,694.46
<b>Total 4100 · Sewer</b>	25,936.30	0.00	25,936.30
4200 · Water			
4202 · Water Late Fees	0.00	419.80	419.80
4206 · Water Charge - Water Bond	0.00	5,384.00	5,384.00
4200 · Water - Other	0.00	19,683.25	19,683.25
<b>Total 4200 · Water</b>	0.00	25,487.05	25,487.05
<b>Total Income</b>	25,936.30	28,282.62	54,218.92
<b>Expense</b>			
6001 · Sewer System Expense			
6010 · Commercial Tank Maintenance	8,592.03	0.00	8,592.03
6001 · Sewer System Expense - Other	212.45	0.00	212.45
<b>Total 6001 · Sewer System Expense</b>	8,804.48	0.00	8,804.48
7001 · Water System Expense	0.00	3,404.63	3,404.63
8001 · Vehicle Expense	140.70	140.71	281.41
8002 · Contract Labor	292.50	292.50	585.00
8003 · Director's Fees	125.00	125.00	250.00
8004 · Dues & Subscriptions	707.99	8.00	715.99
8006 · System Operator	5,350.00	2,800.00	8,150.00
8011 · Postage & Delivery	221.02	221.03	442.05
8300 · Fees & Charges			
8301 · Bank Fees	23.50	29.50	53.00
<b>Total 8300 · Fees &amp; Charges</b>	23.50	29.50	53.00
8400 · Maintenance			
8401 · Janitorial	20.00	20.00	40.00
<b>Total 8400 · Maintenance</b>	20.00	20.00	40.00
8500 · Professional Fees			
8501 · Accounting	1,225.00	1,225.00	2,450.00
8502 · Engineering	277.50	0.00	277.50
8503 · Legal Fees	93.50	93.50	187.00
<b>Total 8500 · Professional Fees</b>	1,596.00	1,318.50	2,914.50
8600 · Telephone			
8601 · Auto Dialers	155.63	155.63	311.26
8602 · Office	107.48	107.48	214.96
<b>Total 8600 · Telephone</b>	263.11	263.11	526.22
8700 · Utilities			
8701 · Electric	1,494.91	5,861.61	7,356.52
8703 · Garbage	3.75	3.75	7.50
<b>Total 8700 · Utilities</b>	1,498.66	5,865.36	7,364.02
8800 · Payroll Expenses			
8801 · PERSI	265.80	265.81	531.61
8800 · Payroll Expenses - Other	3,057.27	3,057.27	6,114.54
<b>Total 8800 · Payroll Expenses</b>	3,323.07	3,323.08	6,646.15

10:49 AM

03/18/25

Accrual Basis

**Bayview Water & Sewer District**  
**Profit & Loss by Class**  
**February 2025**

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	01 - Sewer	02 - Water	TOTAL
Total Expense	22,366.03	17,811.42	40,177.45
Net Ordinary Income	3,570.27	10,471.20	14,041.47
Other Income/Expense			
Other Income			
4306 - Interest & Penalties Income	112.77	586.65	699.42
Total Other Income	112.77	586.65	699.42
Net Other Income	112.77	586.65	699.42
Net Income	<b>3,683.04</b>	<b>11,057.85</b>	<b>14,740.89</b>

## **3/20/25 Bayview Systems Report**

### **A. Water Production update.**

9,899,000 gallons produced by the wells during February. This works out to 354,000 gallons per day produced by the wells. This is the equivalent customer consumption of 679 gallons per day, per service connection. (521 service connections).

6,997,000 gallons produced by the wells during February last year. This works out to 250,000 gallons per day produced by the wells. This is the equivalent customer consumption of 480 gallons per day, per service connection. (521 service connections).

8,983,000 gallons produced by the wells during February 2 years ago. This works out to 321,000 gallons per day produced by the wells. This is the equivalent customer consumption of 626 gallons per day, per service connection. (513 service connections).

6,883,000 gallons produced by the wells during February 3 years ago. This works out to 246,000 gallons per day produced by the wells. This is the equivalent customer consumption of 491 gallons per day, per service connection. (501 service connections).

6,399,000 gallons produced by the wells during February 4 years ago. This works out to 229,000 gallons per day produced by the wells. This is the equivalent customer consumption of 486 gallons per day, per service connection. (471 service connections).

5,054,000 gallons produced by the wells during February 5 years ago. This works out to 174,000 gallons per day produced by the wells. This is the equivalent customer consumption of 370 gallons per day, per service connection. (470 service connections).

### **B. Water system items:**

- 1- The original water mains in Farragut State Park remain online until the tank rehabilitation project is completed (project updates on main agenda).
- 2- Replaced two broken water meters in February.
- 3- Update on replacing VFD's for Dromore booster pumps 3 & 4.
- 4- Dromore project punch list updates (engineer's report).

### **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 2023, 7,753,000 gallons have been pumped into the drain fields. This averages out to 21,000 gallons per day, year round.

### **D. Sewer maintenance items.**

- 1- Two septic tanks have been pumped in the past month.
- 2- Land Application Treatment has been shut down for the season. Startup, weather permitting, will be anytime between the beginning of April and the end of June.
- 3- New valve proposed for land app site more efficient operations (main agenda).