

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

**REGULAR MEETING MINUTES**  
September 28, 2023

**Call to Order and Roll Call:** Chairman Shon Luoma opened the meeting at 3:35 PM and a roll call confirmed Vice-Chair Paul Franz and directors Ted Bare and Jeff Frensdorf were also present.

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

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

Chairman Shon Luoma motioned to amend the agenda to include two new items for discussion only and place them at number two and number five respectively: 2.) B-0000-034-1700 Vacant Parcel Water Connection; 5.) Rate Increase Water, Sewer & Revenue Bond. The motioned was seconded by Mr. Frensdorf. All were in favor, motion carried.

**Consent Agenda:** Mr. Franz motioned to approve the consent agenda: approval of the minutes for August 17 & September 5, 2023, approval to pay the September monthly bills as listed and the August 2023 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 report for August 2023 (attached).

**Operator Report:** Mr. Kuchenski reported on the District's operations from August 18, 2023 to September 28, 2023 (attached).

**Engineering Report – Update/Discussion:** Mr. Bare asked Mr. Davis about the timelines for finalizing project repairs at the Farragut State Park and when hydroseeding will occur. Mr. Davis said he would inquire with LaRiviere and get back to the Board. The Board also asked for a timeline regarding the second phase of the project and when it will go to bid, to which Mr. Davis said it is projected to occur in the springtime but will follow up with an emailed timeline.

**New Business:**

- 1.) Remaining Construction for 2023 – Schedule: Mr. Davis informed the Board that re-paving on Cape Horn Road is scheduled around October 15, 2023.
- 2.) B-0000-034-1700 Vacant Parcel Water Connection: The Board would like to determine where the water line comes in from to serve this vacant lot; is it crossing the established parcel directly to the East, with the same owner, or does it come down from Cape Horn? Staff will reach out to the property owner to determine if there is documentation for the original connection request.
- 3.) Preliminary Budget for Fiscal Year 2023-2024 Approval for Publication: The Board voted to table the item for now. They would like time to review and assess possible rate increases and treatment site work needing to be done with control wiring, repairs and pump costs.

- 4.) Change Regular Monthly Board Meeting Time: After discussion amongst the Board regarding District history and current needs the Board voted to leave the regularly scheduled meeting times as they are now following a motion from Chairman Luoma and seconded by Mr. Frensdorf. All were in favor, motion carried.
- 5.) Rate Increase: Water, Sewer & Revenue Bond: The Board discussed the financial information provided from staff following the September 26, 2023 meeting. After much deliberation the Board proposed the idea of a rate increase between \$2 and \$5 for water and between \$7 and \$10 for sewer. Further analysis and review will be needed and another meeting was suggested. Ms. Roe will schedule a workshop meeting to discuss the rates and needs of the District for October 3, 2023 at 3:00 PM.

**Old/Ongoing Business:**

- 1.) DCIP Grant Award Update: The grant has been fully executed and further details are to come.
- 2.) Site Inspections Progress Report: Nothing new to report at this time.
- 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 5:44 PM following a motion from Mr. Franz and seconded by Chairman Luoma. All were in favor, motion carried.

Announcements: None.

Respectfully Submitted and Approved:

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Jessie Roe  
Administrative/Treasurer

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Shon Luoma  
Chair of the Board