

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:

Jessie Roe
Administrative/Treasurer

Shon Luoma
Chair of the Board

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

	01 - Sewer	02 - Water	TOTAL
Ordinary Income/Expense			
Income			
4000 · Certified Fees			
4001 · Certified User Fees	11.39	11.40	22.79
Total 4000 · Certified Fees	11.39	11.40	22.79
4100 · Sewer			
4102 · Sewer Late Fees	158.49	0.00	158.49
4100 · Sewer - Other	15,944.98	0.00	15,944.98
Total 4100 · Sewer	16,103.47	0.00	16,103.47
4200 · Water			
4202 · Water Late Fees	0.00	347.44	347.44
4206 · Water Charge - Water Bond	0.00	5,336.00	5,336.00
4200 · Water - Other	0.00	28,624.38	28,624.38
Total 4200 · Water	0.00	34,307.82	34,307.82
Total Income	16,114.86	34,319.22	50,434.08
Expense			
6001 · Sewer Maintenance	33,732.91	0.00	33,732.91
7001 · Water Maintenance	0.00	9,159.90	9,159.90
8001 · Vehicle Expense	103.23	103.23	206.46
8002 · Contract Labor	112.50	112.50	225.00
8003 · Director's Fees	100.00	100.00	200.00
8004 · Dues & Subscriptions	269.87	269.88	539.75
8006 · System Operator	4,400.00	2,800.00	7,200.00
8010 · Training/Conferences	200.00	200.00	400.00
8011 · Postage & Delivery	266.20	266.20	532.40
8080 · Licenses & Permits	0.00	250.00	250.00
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
8402 · Office	15.89	15.90	31.79
Total 8400 · Maintenance	35.89	35.90	71.79
8500 · Professional Fees			
8502 · Engineering	566.24	566.26	1,132.50
8503 · Legal Fees	475.50	475.50	951.00
Total 8500 · Professional Fees	1,041.74	1,041.76	2,083.50
8600 · Telephone			
8601 · Auto Dialers	138.62	138.62	277.24
8602 · Office	104.98	104.98	209.96
Total 8600 · Telephone	243.60	243.60	487.20
8700 · Utilities			
8701 · Electric	3,415.44	3,415.44	6,830.88
8703 · Garbage	16.75	16.75	33.50
Total 8700 · Utilities	3,432.19	3,432.19	6,864.38
8800 · Payroll Expenses	2,774.57	2,774.57	5,549.14
Total Expense	46,718.70	20,796.73	67,515.43
Net Ordinary Income	-30,603.84	13,522.49	-17,081.35
Other Income/Expense			
Other Income			

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

	<u>01 - Sewer</u>	<u>02 - Water</u>	<u>TOTAL</u>
4306 · Interest & Penalties Income	265.22	589.13	854.35
Total Other Income	265.22	589.13	854.35
Net Other Income	265.22	589.13	854.35
Net Income	<u>-30,338.62</u>	<u>14,111.62</u>	<u>-16,227.00</u>

9/28/23 Bayview Systems Report

A. Water Production update.

18,933,000 gallons produced by the wells during August. 9,344,000 gallons of consumption registered through customers meters. This works out to 574,000 gallons per day produced by the wells of which 283,000 gallons per day registered through customers meters. This is the equivalent customer consumption of 547 gallons per day, per service connection. (517 service connections). Unaccounted for water lost is 9,589,000 gallons or 51% of production totals by the wells.

15,913,000 gallons produced by the wells during August last year. 7,939,000 gallons of consumption registered through customers meters. This works out to 482,000 gallons per day produced by the wells of which 241,000 gallons per day registered through customers meters. This is the equivalent customer consumption of 498 gallons per day, per service connection. (513 service connections). Unaccounted for water lost is 7,974,000 gallons or 50% of production totals by the wells.

17,221,000 gallons produced by the wells during August 2 years ago. 10,113,000 gallons of consumption registered through customers meters. This works out to 538,000 gallons per day produced by the wells of which 316,000 gallons per day registered through customers meters. This is the equivalent customer consumption of 632 gallons per day, per service connection. (500 service connections). Unaccounted for water lost is 7,108,000 gallons or 41% of production totals by the wells.

12,103,000 gallons produced by the wells during August 3 years ago. 8,574,000 gallons of consumption registered through customers meters. This works out to 403,000 gallons per day produced by the wells of which 286,000 gallons per day registered through customers meters. This is the equivalent customer consumption of 607 gallons per day, per service connection. (471 service connections). Unaccounted for water lost is 3,529,000 gallons or 29% of production totals by the wells.

10,804,000 gallons produced by the wells during August 4 years ago.
6,765,000 gallons of consumption registered through customers meters. This works out to 349,000 gallons per day produced by the wells of which 218,000 gallons per day registered through customers meters. This is the equivalent customer consumption of 472 gallons per day, per service connection. (464 service connections). Unaccounted for water lost is 4,039,000 gallons or 37% of production totals by the wells.

B. Water system items:

- 1- SCADA completed for water system.
- 2- Water line break in 3rd street alley repaired, only 2 services affected.
- 3- Water line break at the north end of Corbin repaired.

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- Installation of inlet risers on septic tanks.
- 3- Treatment site controls repair update.
- 4- Thinning of land application site completed.