

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

REGULAR MEETING MINUTES

April 17, 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 and Bob Hansen, and District engineer Kyle Meschko (via Zoom).

Guests Present: Members of the public.

Consent Agenda: Ms. Hofmeister motioned to approve the consent agenda: approval of the minutes for March 4, 13 & 20, 2025, approval to pay the April monthly bills as listed and the March 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 March 2025 (attached).

Operator Report: Mr. Kuchenski reported on the District's operations from March 21, 2025 to April 17, 2025 (attached).

Engineering Report – Update/Discussion: Mr. Meschko stated that he is currently reviewing the Lakestone Development Plans. Once he receives input from the operators, he will incorporate their comments into the final Preliminary Engineering Report (PER). The District continues to urge LaRiviere to schedule the final walkthrough, and provide the as-builts, which is required before the District can issue final payment and close out Phase 1.

New Business:

- 1.) Farragut Tank Usage – Update & Decisions: Mr. Kuchenski stated that the District continues to alternate between using its own well—with a controlled “pump-to-waste” process to maintain stable pressure—and utilizing the Farragut tower to provide a consistent water supply to the community. It takes approximately 4–5 hours for the Farragut water tower supply to replenish. This method has been reviewed by the engineers and will continue to be used until Phase 2 is completed.
- 2.) Open Position on the Board – Seat #5; Appoint New Member: The Board reviewed the letter of interest submitted by Mark Lewis and conducted an interview with him. After thorough discussion, Mr. Lewis was appointed following a motion by Ms. Hofmeister, seconded by Mr. Tindall. All were in favor; the motion carried. The Board will formally swear him in at the next meeting, once the item is placed on the agenda.
- 3.) Vehicle Access to the Limekiln Booster Station: Item was tabled by the Board.

- 4.) Sewer Reuse Permit 10-Year Renewal; Contract Approval: The contract was approved following a motion from Ms. Hofmeister and seconded by Mr. Tindall. All were in favor, motion carried.
- 5.) Quote Review for Backflow Prevention Assemblies for Marinas: Item was tabled by the Board until Mr. Kuchenski can provide quotes to be reviewed.
- 6.) Sewer Pressure Sensor at the Sewer Land Application Site: Item was tabled by the Board until Mr. Kuchenski can provide quotes to be reviewed.
- 7.) Shop Garage Doors in Need of Repair: Item was tabled by the Board until Mr. Kuchenski can provide quotes to be reviewed.

Old/Ongoing Business:

- 1.) Sewer Connections/Equivalent Residence (ER) Units & Multi-Family Dwellings: While the item remains a priority, no immediate decisions were made during this session. The Board has requested a follow-up workshop meeting to allow for further discussion and consideration.
- 2.) Delinquent List: The Board reviewed the current delinquent list.
- 3.) 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 5:01 PM following a motion from Mr. Tindall and seconded by Mr. Bare. All were in favor, motion carried.

Respectfully Submitted and Approved:

Jessie Roe
Administrative/Treasurer

Shon Luoma
Chair of the Board

Bayview Water & Sewer District

Profit & Loss by Class

March 2025

| | 01 - Sewer | 02 - Water | TOTAL |
|---|------------------|------------------|------------------|
| Ordinary Income/Expense | | | |
| Income | | | |
| 4000 · Certified Fees | | | |
| 4001 · Certified User Fees | 526.77 | 528.03 | 1,054.80 |
| Total 4000 · Certified Fees | 526.77 | 528.03 | 1,054.80 |
| 4100 · Sewer | | | |
| 4102 · Sewer Late Fees | 319.78 | 0.00 | 319.78 |
| 4100 · Sewer - Other | 25,707.06 | 0.00 | 25,707.06 |
| Total 4100 · Sewer | 26,026.84 | 0.00 | 26,026.84 |
| 4103 · Sewer Inspection Fees | 180.00 | 0.00 | 180.00 |
| 4104 · Sewer Hook Up Fees | 1,200.00 | 0.00 | 1,200.00 |
| 4200 · Water | | | |
| 4202 · Water Late Fees | 0.00 | 452.49 | 452.49 |
| 4206 · Water Charge - Water Bond | 0.00 | 5,384.00 | 5,384.00 |
| 4200 · Water - Other | 0.00 | 19,482.00 | 19,482.00 |
| Total 4200 · Water | 0.00 | 25,318.49 | 25,318.49 |
| 4203 · Water Hook Up Fees | 0.00 | 10,000.00 | 10,000.00 |
| 4204 · Water Cap Fee | 0.00 | 2,080.00 | 2,080.00 |
| Total Income | 27,933.61 | 37,926.52 | 65,860.13 |
| Expense | | | |
| 6001 · Sewer System Expense | | | |
| 6020 · Residential Tank Maintenance | 2,362.50 | 0.00 | 2,362.50 |
| 6001 · Sewer System Expense - Other | 4.68 | 0.00 | 4.68 |
| Total 6001 · Sewer System Expense | 2,367.18 | 0.00 | 2,367.18 |
| 7001 · Water System Expense | 0.00 | 9,272.89 | 9,272.89 |
| 8001 · Vehicle Expense | 204.88 | 204.87 | 409.75 |
| 8003 · Director's Fees | 100.00 | 100.00 | 200.00 |
| 8004 · Dues & Subscriptions | 757.99 | 758.00 | 1,515.99 |
| 8005 · Office Supplies | 135.60 | 135.60 | 271.20 |
| 8006 · System Operator | 4,600.00 | 3,600.00 | 8,200.00 |
| 8011 · Postage & Delivery | 222.26 | 222.26 | 444.52 |
| 8100 · Equipment & Tools | | | |
| 8101 · Office Equipment | 257.20 | 257.21 | 514.41 |
| Total 8100 · Equipment & Tools | 257.20 | 257.21 | 514.41 |
| 8200 · Insurance Expense | | | |
| 8201 · Liability Insurance | 3,004.50 | 3,004.50 | 6,009.00 |
| Total 8200 · Insurance Expense | 3,004.50 | 3,004.50 | 6,009.00 |
| 8300 · Fees & Charges | | | |
| 8301 · Bank Fees | 59.00 | 12.00 | 71.00 |
| Total 8300 · Fees & Charges | 59.00 | 12.00 | 71.00 |
| 8400 · Maintenance | | | |
| 8401 · Janitorial | 20.00 | 20.00 | 40.00 |
| 8402 · Office | 2,500.00 | 2,500.00 | 5,000.00 |
| Total 8400 · Maintenance | 2,520.00 | 2,520.00 | 5,040.00 |
| 8500 · Professional Fees | | | |
| 8502 · Engineering | 5,491.25 | 0.00 | 5,491.25 |
| 8503 · Legal Fees | 85.00 | 85.00 | 170.00 |
| Total 8500 · Professional Fees | 5,576.25 | 85.00 | 5,661.25 |
| 8600 · Telephone | | | |
| 8601 · Auto Dialers | 155.63 | 155.63 | 311.26 |

Bayview Water & Sewer District

Profit & Loss by Class

March 2025

| | 01 - Sewer | 02 - Water | TOTAL |
|------------------------------------|------------|------------|-----------|
| 8602 · Office | 112.50 | 112.50 | 225.00 |
| Total 8600 · Telephone | 268.13 | 268.13 | 536.26 |
| 8700 · Utilities | | | |
| 8701 · Electric | 1,346.19 | 5,693.06 | 7,039.25 |
| 8703 · Garbage | 31.25 | 31.25 | 62.50 |
| Total 8700 · Utilities | 1,377.44 | 5,724.31 | 7,101.75 |
| 8800 · Payroll Expenses | | | |
| 8801 · PERSI | 258.62 | 258.63 | 517.25 |
| 8800 · Payroll Expenses - Other | 2,906.63 | 2,906.64 | 5,813.27 |
| Total 8800 · Payroll Expenses | 3,165.25 | 3,165.27 | 6,330.52 |
| Total Expense | 24,615.68 | 29,330.04 | 53,945.72 |
| Net Ordinary Income | 3,317.93 | 8,596.48 | 11,914.41 |
| Other Income/Expense | | | |
| Other Income | | | |
| 4306 · Interest & Penalties Income | 101.87 | 539.47 | 641.34 |
| 4400 · Miscellaneous Income | 735.74 | 735.75 | 1,471.49 |
| Total Other Income | 837.61 | 1,275.22 | 2,112.83 |
| Net Other Income | 837.61 | 1,275.22 | 2,112.83 |
| Net Income | 4,155.54 | 9,871.70 | 14,027.24 |

4/17/25 Bayview Systems Report

A. Water Production update.

No water production as the wells were shut down in March for the tank rehabilitation project. All water provided to Bayview by Farragut State Park up to Memorial Day weekend.

8,433,000 gallons produced by the wells during March last year. This works out to 291,000 gallons per day produced by the wells. This is the equivalent customer consumption of 559 gallons per day, per service connection. (521 service connections).

9,698,000 gallons produced by the wells during March 2 years ago.* 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 3 years ago. 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 4 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 5 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).

B. Water system items:

- 1- The original water mains in Farragut State Park remain online until the tank rehabilitation project is completed. System pressure has been maintained as of the date of this report (project updates on main agenda).
- 2- Update on replacing VFD's for Dromore booster pumps 3 & 4.
- 3- 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- One septic tank 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 May and the end of June.
- 3- New valve proposed for land app site more efficient operations (main agenda).