

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

REGULAR MEETING MINUTES

June 19, 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, Mark Lewis and Ted Bare were also present.

Others Present: District administrative treasurer Jessie Howard, District clerk Logan Todhunter, District operators Bob 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 May 15, 19, & 29, 2025, approval to pay the June monthly bills as listed and the May 2025 financial reports. The motion was seconded by Mr. Tindall. All were in favor, motion carried.

Reports:

Treasurer's Report: Ms. Howard presented the Profit and Loss financial report for May 2025 (attached).

Operator Report: Mr. Kuchenski reported on the District's operations from May 16, 2025 to June 19, 2025 (attached).

Engineering Report – Update/Discussion: Mr. Davis reported that the District is now officially off the Farragut State Park water tower and has recommissioned its own tank. All systems are currently operating as intended. However, upon filling the tank, a few minor leaks were observed. Award Construction will return at the end of Farragut's operating season in the fall, at which time the District's tank will be drained again so the small cracks can be sealed. Final payment for Phase Two will be withheld until these repairs are completed. The District and its engineers will conduct a final walkthrough with LaRiviere on June 23 to formally close out Phase One of the Water Improvement Project (WIP). Keller is currently reviewing the O&M manuals, but LaRiviere has not yet provided the District with the required as-built drawings.

New Business:

- 1.) Quote – Backflow Prevention Assemblies for Marinas: The Board reviewed a draft list of connected marinas with service lines extending into the lake. At present, eight potential connections have been identified. The District's operator will formalize this list for further verification and tracking. Mr. Kuchenski will obtain two quotes for the Scope of Work (SOW) related to the installation of backflow prevention devices. One quote will reflect a simpler installation scenario, while the other will address a more complex configuration. These estimates will help the District better understand the associated costs and assist in developing a comprehensive plan moving forward.

- 2.) Cross-Connection Control Program: Ms. Howard informed the Board that she will begin developing a program to track cross-connections within the District, in accordance with Resolution 2003-003. She will coordinate with the District Clerk to distribute an informational flyer to customers, notifying them that the District will implement this tracking program on an annual basis beginning in Spring 2026.
- 3.) Quote – Sewer Pressure Sensor at the Sewer Land Application Site: This item was tabled until the District’s operators can obtain a quote. The District aims to begin the work in the fall of 2025, pending receipt and review of cost estimates.
- 4.) Quote – Stairs and Handicap Ramp at District Office: The Board reviewed the quote presented to them by Ms. Howard and directed her to obtain an additional quote to be able to compare it with. Item tabled.
- 5.) Quote – Dromore Booster Station on Limekiln: The Board reviewed the quote presented to them by Ms. Howard and directed her to obtain additional quote to be able to compare it with. Item tabled.
- 6.) Lakestone Development Update – Engineer’s Final Review: The final review letter from Keller to Lakestone was reviewed by the board and approved following a motion from Mr. Tindall and seconded by Mr. Lewis. All were in favor, motion carried.
- 7.) Update: Sewer Reuse Permit 10-Year Renewal: Item tabled. The Board requested a special meeting for review once it was finalized.
- 8.) 2024 Water Quality Report: Mr. Kuchenski presented the 2024 Annual Water Quality Report to the Board. With no changes required, the report was approved following a motion by Chairman Luoma and seconded by Ms. Hofmeister. All were in favor, motion carried. Ms. Howard will post the report on the District’s website and include a notice of its availability with the next monthly user billing.
- 9.) Fiscal Year 2023-2024 Financial Audit: Ms. Howard presented the fiscal year 2023-2024 financial audited statement for review. With no changes or questions, the report was approved following a motion from Chairman Luoma and seconded by Mr. Bare. All were in favor, motion carried. Ms. Howard will post the audit to the District’s website for public review.

Old/Ongoing Business:

- 1.) Delinquent List: The Board reviewed the current delinquent list for the month. Mr. Bare requested that future warning letters and turn off letters state that a customer is welcome to request a meeting with a member of the Board and staff.
- 2.) Review Board Action Item List: The Board reviewed and updated the BAIL where applicable.

Public Matters/Guests: Mr. Bill Somers addressed the Board and stated that he wished to place them on formal notice that he is aware the District has contracted Ellery Howard to perform work on its behalf. The Board informed Mr. Somers that Mr. Howard was contracted specifically to prepare and submit a sewer land application permit filing, which the District is required to complete every ten years. Historically, Mr. Howard has been the individual responsible for submitting these filings on behalf of the District. Given that the current permit filing is already past due, and in the interest of saving time, saving money, and ensuring timely compliance, the District elected to contract with Mr. Howard’s firm to expedite the process. While Mr. Somers expressed disagreement with the District’s decision, the Board acknowledged his concerns and noted them for the record.

With no further business to discuss the regular meeting was adjourned at 4:50 PM following a motion from Mr. Tindall and seconded by Mr. Bare. All were in favor, motion carried.

Respectfully Submitted and Approved:

Jessie Howard
Administrative/Treasurer

Shon Luoma
Chair of the Board

Bayview Water & Sewer District
Profit & Loss by Class
May 2025

	01 - Sewer	02 - Water	TOTAL
Ordinary Income/Expense			
Income			
4000 · Certified Fees	0.00	79.40	79.40
4100 · Sewer			
4102 · Sewer Late Fees	957.80	0.00	957.80
4100 · Sewer - Other	25,749.06	0.00	25,749.06
Total 4100 · Sewer	26,706.86	0.00	26,706.86
4200 · Water			
4202 · Water Late Fees	0.00	920.77	920.77
4206 · Water Charge - Water Bond	0.00	5,392.00	5,392.00
4200 · Water - Other	0.00	24,083.40	24,083.40
Total 4200 · Water	0.00	30,396.17	30,396.17
Total Income	26,706.86	30,475.57	57,182.43
Expense			
6001 · Sewer System Expense			
6020 · Residential Tank Maintenance	2,318.69	0.00	2,318.69
6001 · Sewer System Expense - Other	-14,948.32	0.00	-14,948.32
Total 6001 · Sewer System Expense	-12,629.63	0.00	-12,629.63
7001 · Water System Expense	0.00	14,413.68	14,413.68
8001 · Vehicle Expense	106.05	106.05	212.10
8003 · Director's Fees	125.00	125.00	250.00
8004 · Dues & Subscriptions	891.99	892.00	1,783.99
8005 · Office Supplies	10.59	10.60	21.19
8006 · System Operator	4,600.00	3,050.00	7,650.00
8009 · Property Taxes	2.98	2.98	5.96
8011 · Postage & Delivery	212.76	212.76	425.52
8012 · Printing & Reproduction	0.00	34.99	34.99
8300 · Fees & Charges			
8301 · Bank Fees	6.00	12.00	18.00
Total 8300 · Fees & Charges	6.00	12.00	18.00
8400 · Maintenance			
8401 · Janitorial	20.00	20.00	40.00
8402 · Office	0.00	75.00	75.00
Total 8400 · Maintenance	20.00	95.00	115.00
8600 · Telephone			
8601 · Auto Dialers	155.71	155.71	311.42
8602 · Office	112.50	112.50	225.00
Total 8600 · Telephone	268.21	268.21	536.42
8700 · Utilities			
8701 · Electric	1,249.39	3,903.99	5,153.38
8703 · Garbage	35.45	35.45	70.90
Total 8700 · Utilities	1,284.84	3,939.44	5,224.28
8800 · Payroll Expenses			
8801 · PERSI	263.67	263.68	527.35
8800 · Payroll Expenses - Other	3,097.31	3,097.31	6,194.62
Total 8800 · Payroll Expenses	3,360.98	3,360.99	6,721.97
Total Expense	-1,740.23	26,523.70	24,783.47
Net Ordinary Income	28,447.09	3,951.87	32,398.96
Other Income/Expense			
Other Income			

7:26 PM

06/16/25

Accrual Basis

Bayview Water & Sewer District
Profit & Loss by Class
May 2025

	<u>01 - Sewer</u>	<u>02 - Water</u>	<u>TOTAL</u>
4306 - Interest & Penalties Income	170.32	547.50	717.82
Total Other Income	170.32	547.50	717.82
Net Other Income	170.32	547.50	717.82
Net Income	<u>28,617.41</u>	<u>4,499.37</u>	<u>33,116.78</u>

6/19/25 Bayview Systems Report

A. Water Production update.

No accurate water production figures are available as the wells were pumping to waste to maintain system pressure when Farragut State Park pumps could not keep up with demand during the tank rehabilitation project through May 30th.

_____ gallons produced by the wells during May. 4,193,000 gallons of consumption registered through customers meters. This works out to _____ gallons per day produced by the wells of which 140,000 gallons per day registered through customers meters. This is the equivalent customer consumption of 269 gallons per day, per service connection. (521 service connections).

11,166,000 gallons produced by the wells during May last year. 3,381,000 gallons of consumption registered through customers meters. This works out to 360,000 gallons per day produced by the wells of which 109,000 gallons per day registered through customers meters. This is the equivalent customer consumption of 209 gallons per day, per service connection. (521 service connections). Unaccounted for water lost is 7,785,000 gallons or 70% of production totals by the wells. One million gallons unaccounted for water lost increased this past month due to controls glitch, lightning strikes & reservoir overflows.

10,522,000 gallons produced by the wells during May 2 years ago. 4,247,000 gallons of consumption registered through customers meters. This works out to 351,000 gallons per day produced by the wells of which 142,000 gallons per day registered through customers meters. This is the equivalent customer consumption of 275 gallons per day, per service connection. (517 service connections). Unaccounted for water lost is 6,275,000 gallons or 60% of production totals by the wells. Some unaccounted for water lost occurred during construction which caused a main break, and reservoir overflows at the Pend Oreille Pines & Cape Horn Estates reservoirs.

7,638,000 gallons produced by the wells during May 3 years ago. 3,448,000 gallons of consumption registered through customers meters. This works out to 263,000 gallons per day produced by the wells of which 119,000 gallons per day registered through customers meters. This is the equivalent customer consumption of 238 gallons per day, per service connection. (501 service connections). Unaccounted for water lost is 4,190,000 gallons or 55% of production totals by the wells.

11,270,000 gallons produced by the wells during May 4 years ago. 7,406,000 gallons of consumption registered through customers meters. This works out to 419,000 gallons per day produced by the wells of which 265,000 gallons per day registered through customers meters. This is the equivalent customer consumption of 538 gallons per day, per service connection. (493 service connections). Unaccounted for water lost is 3,864,000 gallons or 34% of production totals by the wells.

6,330,000 gallons produced by the wells during May 5 years ago. 2,961,000 gallons of consumption registered through customers meters. This works out to 204,000 gallons per day produced by the wells of which 96,000 gallons per day registered through customers meters. This is the equivalent customer consumption of 204 gallons per day, per service connection. (470 service connections). Unaccounted for water lost is 3,369,000 gallons or 53% of production totals by the wells.

B. Water system items:

- 1- The water tower has been online and operational since May 30th.
- 2- The original water mains in Farragut State Park have been taken offline (project updates on main agenda).
- 3- Update on Dromore booster pumps 3 & 4. (engineers report).
- 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 should occur in the coming week, weather permitting.
- 3- Update on new valve proposed for land app site more efficient operations (main agenda).