

# SUN PRAIRIE COUNTY WATER DISTRICT

## Regular Meeting of the Board of Directors

Agenda for Meeting of the Board

**August 19th, 2024**

Held at the American Legion, 370 Post Avenue, Vaughn, MT at 7:00 PM

- I. CALL TO ORDER & PLEDGE OF ALLEGIANCE
- II. POLL OF ATTENDANCE
- III. APPROVAL OF MINUTES: July 15th, 2024, Regular Meeting of the Board
- IV. PUBLIC COMMENT: Public Comment is welcome on all agenda items, and any matter within the District's jurisdiction, per ***MCA 2-3-103 Public participation.***

### OLD BUSINESS:

- A. Drinking Water Upgrade Project
  - i. Dan Richardson, KLJ (Invited)
  - ii. Sarah Converse, Sweetgrass Development (Invited)
  - iii. Resolution for Draw #3 – ARPA Local Fiscal Recovery Funds \$3,551.50, MCEP \$986.00
  - iv. Monthly Teams Meeting Tuesday, July 23, 2024, 2:00 PM – 2:30 PM
  - v. Next Monthly Teams Meeting Tuesday, August 20, 2024, 2:00 PM – 2:30 PM

### NEW BUSINESS:

- V. WATER OPERATOR'S REPORT:
  - a. July 2024: Total Gallons 1,204,900; Avg Gallons 38,868; Avg POI 0.67; Avg Dist 0.28
  - b. Asset Inventory and Replacement/Purchase Timeline
  - c. Work Projects Completed
  - d. Irrigation Maintenance: Leaks, Pressure Issues, Water Levels
  - e. Equipment Maintenance Plans (Pump/Motor Rebuild Rotation)
- VI. TREASURER'S REPORT:
  - a. July 31st, 2024: Operating \$10,692.72; Savings \$25,026.32; Construction \$0.00
  - b. Delinquent Accounts Receivable Report as of August 19th, 2024
- VII. PRESIDENT'S REPORT:
  - a. Development of Rules and Regulations and S.O.P. (Standard Operating Procedure) Manual – Update; Approval of: Watering Violation Protocols
  - b. KLJ Contract Services for Grant Management – Discussion
  - c. Construction Checking Account, Second Opening, Update and Approval
  - d. Public Meeting / TBD
  - e. Additional Funding Needed for Water Upgrade Project
- VIII. BILLS TO BE PAID: NorthWestern Energy \$3,018.10 (Electric – Irrigation), \$585.46 (Electric – Drinking Water); Hawkins \$4,658.32 (Chemicals & Freight – Drinking Water); Energy Laboratories \$53.00 (Test Kits – Drinking Water); Cascade Electric \$282.00 (Contract Labor – Irrigation); Northwest Pipe Fittings \$166.10 (Repairs – Irrigation); SPVCWSD \$272.68 (Rent & Supplies – Combined); United States Treasury \$125.36 (Payroll Taxes – Combined); Payroll (Combined); Board Stipend \$285.00 (Combined)
- IX. CORRESPONDENCE:

### MEETING ADJOURNED:

NEXT MEETING OF THE SPCWD is **tentatively** scheduled for September 16th, 2024, at 7:00 PM at the American Legion, 370 Post Avenue, Vaughn, MT - Please call (406) 964-0106 or check the website: [www.spcwaterdistrict.com](http://www.spcwaterdistrict.com) for more information or Facebook: [www.facebook.com/sunprairiecountywaterdistrict](https://www.facebook.com/sunprairiecountywaterdistrict)

DISTRICT MEMBERS AND THE GENERAL PUBLIC ARE ENCOURAGED AND INVITED TO ATTEND

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S P C W D

## SUN PRAIRIE COUNTY WATER DISTRICT

Regular Board Meeting Minutes of August 19th, 2024

236 Sun Prairie Road, Great Falls, MT 59404

Website: spcwaterdistrict.com

The regular monthly board meeting was opened at 6:54 PM by Blue Corneliusen, Board President at The American Legion Hall, 370 Post Avenue, Vaughn, MT, with the Pledge of Allegiance.

**MEMBERS PRESENT:** Blue Corneliusen, President; Lori Zeiser, Vice-President; Dennis Schwecke; Paul Finco; Ilona Olson

**STAFF PRESENT:** Arron Pomeroy, Water Operator; Janet Fulmer, District Clerk

**GUEST PRESENT:** Dave Hickman; Kailey Atwood; Dan Richardson, KIJ Engineering; Sarah Converse, Sweetgrass Development

**Approval of Minutes:** Blue Corneliusen asked the Board Members if there were any questions or comments regarding the Minutes of July 15th, 2024, Board Meeting, Paul Finco moved to accept the minutes as written, Lori Zeiser second, all Board Members in favor of, motion passed.

**Public Comments:** Dave Hickman questioned the leak behind his property which the District is looking into.

**OLD BUSINESS**

**Drinking Water Upgrade Project:** Dan Richardson stated the well permit was approved by DEQ, however, still waiting on DEQ approval of the generator; Sarah Converse stated bids may come in high for project and District may have to raise rates, looking into SRF Loan; Dennis Schwecke introduced the following resolution and moved its adoption: **RESOLUTION 04-2024. BE IT RESOLVED**, that, the Sun Prairie County Water District request reimbursement of \$3,551.50 from ARPA Local Fiscal Recovery Funds and \$986.00 from MCEP. Whereupon the motion or adoption of the foregoing resolution was seconded by Lori Zeiser; and upon vote being taken thereon, the vote in favor of was unanimous. Janet Fulmer provided verbal update of the July 23rd Teams meeting, next meeting August 20th, 2024, 2:00 PM – 2:30 PM.

**NEW BUSINESS** – None.

**WATER OPERATOR'S REPORT:** Arron Pomeroy provided a verbal update on the drinking water and irrigation system; July 2024 Average Daily Water Consumption 38,868 Gallons, Total Monthly Water Consumption 1,204,900 Gallons; Average Daily Chlorine Residuals: Injection Point 0.67, Distribution Locations 0.28; Blue Corneliusen and Arron continuing to work on Asset Inventory and Replacement; Arron discussed the weekend breaks and issues with abuse to watering; Arron also stated the water level had decreased in the river; Dennis Schwecke gave update on the irrigation pump, which repair has not been started; Ilona Olson moved to replace parts to flow meter, Lori Zeiser second, all Board Members in favor of, motion passed.

**TREASURER'S REPORT:** Bank Balances as of July 31st, 2024: Checking \$10,692.72, Savings \$25,026.32, Construction \$0.00. Janet Fulmer advised the Board of receiving \$68,861.00 in grant reimbursement and deposited into the Construction Account. Accounts Receivables Delinquent as of August 19th, 2024, provided to the Board, as well as Balance Sheet and Profit/Loss.

**R0460694 CMS**Total Pages: 2 R 0.00 By: tmarch 09/19/2024 11:50:07 AM  
Cascade County, Sandra Merchant - Clerk & Recorder

**PRESIDENT'S REPORT:** Blue Corneliusen handed out map of the District along with Procedures for Violations of District's Rules and Regulations to all Board Members with discussion on fees; discussion regarding Grant Management for the Water Upgrade Project with Blue to followup with Dan Richardson of KLJ Engineering; Dennis Schwecke moved to open a second construction account due to the bank closure of the original account, Ilona Olson second, all Board Members in favor of, motion passed.

**BILLS TO BE PAID:** Lori Zeiser moved to pay the bills, Dennis Schwecke second, all Board Members in favor of, motion passed.

		Drinking Water	Irrigation	Total
NorthWestern Energy	Gas & Electric	585.46	3,018.10	3,603.56
Energy Laboratories	Test Kits	53.00		53.00
Payroll	Salaries, Taxes, Telephone, Mileage, Fuel	1,245.67	1,245.67	2,491.34
US Treasury	Payroll Taxes	62.68	62.68	125.36
Board Stipend	Board Stipend	142.50	142.50	285.00
Paul Finco	Repairs		65.97	65.97
Hawkins	Chemicals & Freight	4,658.32		4,658.32
Northwest Pipe Fittings	Repairs		166.10	166.10
Cascade Electric	Contract Labor		282.00	282.00
SPVCWSD	Office Rent & Supplies	136.34	136.34	272.68
<b>TOTAL</b>		<b>6,883.97</b>	<b>5,119.36</b>	<b>12,003.33</b>

**CORRESPNDENCE:** None.

Lori Zeiser moved to adjourn, Dennis Schwecke second, all Board Members in favor of, motion passed. The regular meeting was adjourned at 9:01 PM.

Respectfully Submitted:

  
Janet Fulmer, Secretary/Treasurer

 9/16/24  
Blue Corneliusen, SPCWD President / Date

Next Meeting of the SPCWD is tentatively scheduled for 7:00 PM September 16th, 2024, at 370 Post Avenue, Vaughn, MT, **date, time, and location** could change. **All district members are invited and encouraged to attend.**

Meeting Location: 370 Post Avenue, Vaughn, MT

Janet Fulmer	SPCWO Clerk
Dan St - l	District Member
Dan Richardson	KLS
Dennis Schwake	SPCWD board member
Blue Cornbrinson	SPCWD Pres
Arren Ramsey	operator
Ruth St	WATER BOATERS
Hona Olson	SPCWB member.
Lori Zaiser	SPCWD VP
Sarah Converse	SAC

THANK YOU FOR ATTENDING