

**SUN PRAIRIE COUNTY WATER DISTRICT**  
**Public Hearing and Regular Meeting of the Board of Directors**  
Agenda for Public Hearing and Meeting of the Board  
**December 16th, 2024**

Held at the American Legion, 370 Post Avenue, Vaughn, MT at 6:00 PM

- I. CALL TO ORDER & PLEDGE OF ALLEGIANCE
- II. POLL OF ATTENDANCE
- III. PUBLIC HEARING FOR FY2025 ANNUAL BUDGET AND RATES INCREASE
- IV. APPROVAL OF MINUTES: November 18th, 2024, Regular Meeting of the Board
- V. 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. Resolution for Draw – \$6,848.00
    1. KLJ Invoice #10218168 Task #2 \$5,976.00
    2. KLJ Invoice #10218169 Task #3 \$872.00
  - iii. Monthly Teams Meeting Update from Tuesday, November 19th, 2024, 1:15 PM – 1:45 PM
  - iv. Next Monthly Teams Meeting Thursday, December 19th, 2024, 11:00 AM – 12:00 PM
- B. FY2025 Annual Budget and Rates Increase

NEW BUSINESS:

VI. WATER OPERATOR'S REPORT:

- a. November 2024: Total Gallons 524,900; Avg Gallons 17,497; Avg POI 0.62; Avg Dist 0.25
- b. Asset Inventory and Replacement/Purchase Timeline
- c. Work Projects Completed
- d. Irrigation Maintenance: Leaks, Pressure Issues, Water Levels
  - i. Dennis Schwecke – Irrigation Pump Status
- e. Equipment Maintenance Plans (Pump/Motor Rebuild Rotation)

VII. TREASURER'S REPORT:

- a. November 30th, 2024: Operating \$22,874.80; Savings \$25,030.52; Construction \$49,724.83
- b. Transfer \$1,530.00 from Operating to Construction for Water Upgrade Project
- c. Delinquent Accounts Receivable Report as of December 16th, 2024

VIII. PRESIDENT'S REPORT:

- a. Development of Rules & Regulations and S.O.P. (Standard Operating Procedure) Manual
- b. Irrigation and Water Does and Don'ts 2025

IX. BILLS TO BE PAID: Hawkins \$3,915.14 (Chemicals & Freight – Drinking Water); Energy Laboratories \$63.00 (Test Kits – Drinking Water); NorthWestern Energy \$497.97 (Electric - Drinking Water), \$897.76 (Electric - Irrigation); MT State Fund \$869.01 (Workers Compensation – Combined); SPVCWSD \$271.12 (Rent & Supplies – Combined); Jason Rukavina \$50.00 (Refund overpayment – Combined); Payroll \$2,317.39 (Combined); Board Stipend \$285.00 (Combined); US Treasury \$1,261.66 (Federal Withholding Taxes – Combined); MT Dept of Revenue \$169.00 (State Withholding – Combined); Unemployment Insurance \$25.02 (Combined); Montana Rural Water Conference \$250.00 (Drinking Water); American Legion Hall \$600.00 (Hall Rental – Combined)

X. CORRESPONDENCE:

- a. Montana Rural Water Conference March 12-14, 2025
- b. DEQ – Waiver Renewal Requirement Letter and Renewal Form, Due 1/31/2025

MEETING ADJOURNED:

NEXT MEETING OF THE SPCWD is tentatively scheduled for January 20th, 2025, 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](http://www.facebook.com/sunprairiecountywaterdistrict)

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