

SUN PRAIRIE COUNTY WATER DISTRICT

Regular Meeting of the Board of Directors

Agenda for Meeting of the Board

July 15th, 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: June 17th, 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 #2 – ARPA Local Fiscal Recovery Funds \$68,861.00, MCEP \$4,042.50
 - iv. Next Monthly Teams Meeting Tuesday, July 23, 2024, 2:00 PM – 2:30 PM

NEW BUSINESS:

- V. WATER OPERATOR'S REPORT:
 - a. June 2024: Total Gallons 782,900; Avg Gallons 26,097; Avg POI 0.68; Avg Dist 0.26
 - 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. June 30th, 2024: Operating \$15,052.82; Savings \$25,025.26; Construction \$0.00
 - b. Delinquent Accounts Receivable Report as of July 15th, 2024
- VII. PRESIDENT'S REPORT:
 - a. SPCWD - S.O.P. (Standard Operating Procedure) Manual – Update
 - b. 2024 Annual Budget
 - c. Discussion on Annual Meeting Date
 - d. Holding Tank Status Report
 - e. Water Violations
- VIII. BILLS TO BE PAID: NorthWestern Energy \$2,781.08 (Electric – Irrigation), \$521.19 (Electric – Drinking Water); Hawkins \$3,400.78 (Chemicals & Freight – Drinking Water); Inland Potable Services, Inc. \$3,150.00 (Contract Labor – Drinking Water); Payroll (Combined); Board Stipend \$285.00 (Combined)
- IX. CORRESPONDENCE:

MEETING ADJOURNED:

NEXT MEETING OF THE SPCWD is **tentatively** scheduled for August 19th, 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 for more information or Facebook: www.facebook.com/sunprairiecountywaterdistrict

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

**OCT 17 2024****S P C W D****SUN PRAIRIE COUNTY WATER DISTRICT****Regular Board Meeting Minutes of July 15th, 2024****236 Sun Prairie Road, Great Falls, MT 59404****Website: spcwaterdistrict.com**

The regular monthly board meeting was opened at 7:00 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

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

Approval of Minutes: Blue Corneliusen asked the Board Members if there were any questions or comments regarding the Minutes of June 17th, 2024, Board Meeting, Lori Zeiser moved to accept the minutes as written, Paul Finco second, all Board Members in favor of, motion passed.

Public Comments: No public comment.

OLD BUSINESS

Drinking Water Upgrade Project: Dan Richardson contacted Blue Corneliusen prior to the meeting, stated still waiting on DEQ approval; Sarah Converse with Sweetgrass Development emailed Blue Corneliusen stating unsure if able to attend the meeting, was not present; Lori Zeiser introduced the following resolution and moved its adoption: **RESOLUTION 03-2024. BE IT RESOLVED**, that, the Sun Prairie County Water District request reimbursement of \$68,861.00 from ARPA Local Fiscal Recovery Funds and \$4,042.50 from MCEP. Whereupon the motion or adoption of the foregoing resolution was seconded by Dennis Schwecke; and upon vote being taken thereon, the vote in favor of was unanimous. Janet Fulmer provided verbal update of the June 18th Teams meeting, next meeting July 23rd, 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; June 2024 Average Daily Water Consumption 26,097 Gallons, Total Monthly Water Consumption 782,900 Gallons; Average Daily Chlorine Residuals: Injection Point 0.68, Distribution Locations 0.26; Blue Corneliusen and Arron Pomeroy to continue working on Asset Inventory and Replacement; Inland Potable Services completed the tank cleaning and report provided to the Board; discussion on abuse of the odd/even irrigation watering.

TREASURER'S REPORT: Bank Balances as of June 30th, 2024: Checking \$15,152.82, Savings \$25,025.26, Construction \$0.00. Accounts Receivables Delinquent as of July 15th, 2024, provided to the Board, as well as Balance Sheet and Profit/Loss.

PRESIDENT'S REPORT: Blue Corneliusen handed out a draft copy of the Administration Responsibilities and Procedures to Board and personnel; continuing to work on the annual budget; discussion of holding an annual meeting in September or October; discussed the report from the tank cleaning; further discussion on the procedures for water violations.

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


		Drinking Water	Irrigation	Total
NorthWestern Energy	Gas & Electric	521.19	2,781.08	3,302.27
Harland Clarke	Bank Service Charge	10.55	10.55	21.10
Payroll	Salaries, Taxes, Telephone, Mileage, Fuel	1,201.57	1,201.56	2,403.13
Board Stipend	Board Stipend	142.50	142.50	285.00
Hawkins	Chemicals & Freight	3,400.78		3,400.78
Inland Potable Services	Contract Labor	3,150.00		3,150.00
SPVCWSD	Office Rent & Supplies	133.23	133.23	266.46
TOTAL		8,559.82	4,268.92	12,828.74

CORRESPNDENCE: None.

Lori Zeiser moved to adjourn, Dennis Schwecke second, all Board Members in favor of, motion passed. The regular meeting was adjourned at 8:01 PM.

Respectfully Submitted:


Janet Fulmer, Secretary/Treasurer

 8/19/2024
Blue Corneliusen, SPCWD President / Date

Next Meeting of the SPCWD is tentatively scheduled for 7:00 PM August 19th, 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

CONTACT INFORMATION (PHONE # and/or EMAIL ADDRESS)

SPCWO Clerk

SPEND UP

SPCWD Board

operator

SPCLWB prog

SPCWA BOARD

THANK YOU FOR ATTENDING