

# SUN PRAIRIE COUNTY WATER DISTRICT

## Regular Meeting of the Board of Directors

Agenda for Meeting of the Board

**June 17th, 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: May 20th, 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*)
    1. KLJ Engineering Statement – Open Balance as of 5/31/2024 \$68,453.50
  - ii. Sarah Converse, Sweetgrass Development (*Invited*)
  - iii. Update on Monthly Teams Meeting Tuesday, Tuesday, May 21st, 2024, 2:00 PM – 2:30 PM
  - iv. Next Monthly Teams Meeting Tuesday, June 18th, 2024, 2:00 PM – 2:30 PM

### NEW BUSINESS:

- V. WATER OPERATOR'S REPORT:
  - a. May 2024: Total Gallons 562,000; Average Gallons 18,129; Avg POI 0.59; Avg Dist 0.27
  - 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. May 31st, 2024: Operating \$82,185.52, Savings \$25,024.30, Construction \$0.00
  - b. Delinquent Accounts Receivable Report as of June 17th, 2024
- VII. PRESIDENT'S REPORT:
  - a. SPCWD – S.O.P. Manual Update
  - b. 2024 Annual Budget Overview
  - c. Public Meeting once Contracts Signed / Bylaws Completed
  - d. 2024-2025 Board President and Vice-President
  - e. Spring Irrigation Discussion
- VIII. BILLS TO BE PAID: NorthWestern Energy \$526.72 (Electric – Drinking Water). \$177.98 (Electric - Irrigation Water); Enterprise Electric Contractors \$1,686.62 (Repairs & Contract Labor – Drinking Water); Energy Laboratories \$53.00 (Test Kits – Drinking Water); Mountain View Co-Op \$350.00 (Equipment Rental – Drinking Water); Board Stipend \$228.00 (Combined); Payroll (Combined); SPVCWSD \$266.46 (Rent & Office Supplies – Combined)
- IX. CORRESPONDENCE:
- X. CLOSED MEETING: Personnel

### MEETING ADJOURNED:

NEXT MEETING OF THE SPCWD is **tentatively** scheduled for July 15th, 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

# SUN PRAIRIE COUNTY WATER DISTRICT

Regular Board Meeting Minutes of June 17th, 2024

236 Sun Prairie Road, Great Falls, MT 59404

Website: [spcwaterdistrict.com](http://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; Ilona Olson; Paul Finco

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

**PUBLIC PRESENT:** Dan Richardson of KLJ Engineering; Sarah Converse of Sweetgrass Development

**Approval of Minutes:** Blue Corneliusen asked the Board Members if there were any questions or comments regarding the Minutes of May 20th, 2024, Board Meeting, Ilona Olson moved to accept the minutes as written, Lori Zeiser second, all Board Members in favor of, motion passed.

**Public Comments:** No public comment.

## OLD BUSINESS

**Drinking Water Upgrade Project:** Dan Richardson advised the Board that DEQ is in the final comment review stage. Sarah Converse gave the Board the protocol for grant administration. Dennis Schwecke gave verbal update on the Teams meeting.

**NEW BUSINESS** – None.

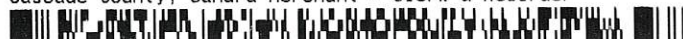
**WATER OPERATOR'S REPORT:** Arron Pomeroy provided a verbal update on the drinking water and irrigation system; weekend water testing schedule handed out to the Board; irrigation pressure valves working great; irrigation pump still at the shop. May 2024 Average Daily Water Consumption 18,129 Gallons, Total Monthly Water Consumption 562,000 Gallons; Average Daily Chlorine Residuals: Injection Point 0.59, Distribution Locations 0.27.

**TREASURER'S REPORT:** Bank Balances as of May 30th, 2024: Checking \$82,185.52, Savings \$25,024.30, Construction \$0.00. Accounts Receivables Delinquent as of June 17th, 2024, provided to the Board, as well as Balance Sheet and Profit/Loss.

**PRESIDENT'S REPORT:** Blue Corneliusen stated he was still working on the SOP Manual; passed out budget overview and briefed for Board to review; public meeting in approximately 45 days upon design approval by DEQ; working on procedures for accountability of misuse of irrigation watering days. 2024-2025 Board President and Vice-President, Ilona Olson moved for Blue Corneliusen to remain as President, Dennis Schwecke second, all Board Members in favor of, motion passed. Dennis Schwecke moved for Lori Zeiser to remain as Vice-President, Ilona Olson second, all Board Members in favor of, motion passed.

**R0458528 CMS**

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Cascade County, Sandra Merchant - Clerk & Recorder



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

		Drinking Water	Irrigation	Total
NorthWestern Energy	Gas & Electric	526.72	177.98	704.70
KLJ Engineering	Engineering – Water Upgrade Project	68,453.50		68,453.50
Mountain View Co-Op	Equipment Rental	350.00		350.00
Enterprise Electric	Repairs & Maint	1,686.62		1,686.62
Payroll	Salaries, Taxes, Telephone, Mileage, Fuel	1,141.29	1,141.29	2,282.58
Board Stipend	Board Stipend	142.50	142.50	285.00
United States Treasury	Federal Payroll Withholding	584.90	584.90	1,169.80
Unemployment Insurance	Unemployment Insurance	12.02	12.02	24.04
SPVCWSD	Office Rent & Supplies	133.23	133.23	266.46
Energy Laboratories	Test Kits	53.00		53.00
TOTAL		73,083.78	2,191.92	75,275.70

**CORRESPNDENCE:** None.

Blue Corneliusen closed the meeting at 7:58 PM for a closed session regarding personnel.

Lori Zeiser moved to adjourn, Ilona Olson second, all Board Members in favor of, motion passed. The regular meeting was adjourned at 8:27 PM.

Respectfully Submitted:

  
Janet Fulmer, Secretary/Treasurer

  
Blue Corneliusen, SPCWD President / Date

Next Meeting of the SPCWD is tentatively scheduled for 7:00 PM July 15th, 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 Palmer	SPCWD Clerk
Blue Greenlison	" Bd msk
Dan Richardson	KLS
Arnon Pomeroy	operator
Dennis Schwecke	SPCWD
Paul Finico	SPAD
Lori Zeiser	SPCWD VP
Sarah Converse	SDC
Ilona Olson	SPCWD Board member.

THANK YOU FOR ATTENDING