

# SUN PRAIRIE COUNTY WATER DISTRICT

## Regular Meeting of the Board of Directors

Agenda for Meeting of the Board

**October 21st, 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: September 16th, 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. Resolution for Draw #5 – \$752.00
    - 1. KLJ Invoice #10214555 Task #2 10/10/2024 \$489.00
    - 2. KLJ Invoice #10214556 Task #3 10/10/2024 \$263.00
  - iii. Monthly Teams Meeting Update from Tuesday, September 24th, 2024, 2:00 PM – 2:30 PM
  - iv. Next Monthly Teams Meeting Tuesday, October 22nd, 2024, 1:00 PM – 1:30 PM

### NEW BUSINESS:

- V. WATER OPERATOR'S REPORT:
  - a. September 2024: Total Gallons 770,300; Avg Gallons 25,677; Avg POI 0.64; 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. September 30th, 2024: Operating \$8,330.35; Savings \$25,028.40; Construction \$73,884.50
  - b. Delinquent Accounts Receivable Report as of October 21st, 2024
- VII. PRESIDENT'S REPORT:
  - a. Development of Rules & Regulations and S.O.P. (Standard Operating Procedure) Manual – Update; Irrigation and Water Does and Don'ts 2025
  - b. Dennis Schwecke – Irrigation Pump Status
  - c. Increase in Irrigation Monthly Rates
  - d. Public Meeting / TBD – Update of going out for Bid and DEQ Letter
  - e. Additional Funding Needed for Water Upgrade Project
- VIII. BILLS TO BE PAID: Energy Laboratories \$53.00 (Test Kits – Drinking Water); NorthWestern Energy \$533.22 (Electric - Drinking Water), \$2,792.99 (Electric - Irrigation); Hawkins \$4,735.48 (Chemicals – Drinking Water); SPVCWSD \$271.12 (Rent & Supplies – Combined); Payroll \$2,750.78 (Combined / \$424.00 for Irrigation Equipment Reimbursement); Board Stipend \$285.00 (Combined)

### IX. CORRESPONDENCE:

### MEETING ADJOURNED:

NEXT MEETING OF THE SPCWD is **tentatively** scheduled for November 18th, 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 October 21st, 2024

236 Sun Prairie Road, Great Falls, MT 59404

Website: [spcwaterdistrict.com](http://spcwaterdistrict.com)

The regular monthly board meeting was opened at 6:58 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

**Approval of Minutes:** Blue Corneliusen asked the Board Members if there were any questions or comments regarding the Minutes of September 16th, 2024, Board Meeting, Dennis Schwecke moved to accept the minutes as written, Lori Zeiser second, all Board Members in favor of, motion passed.

**Public Comments:** None.

## OLD BUSINESS

**Drinking Water Upgrade Project:** Invitation to Bid was prepared by KLJ Engineering, received by email, and presented to the Board for review. The Board reviewed Invoices #10214555 for \$489.00 and #10214556 for \$263.00 from KLJ Engineering, Lori Zeiser moved to accept the invoices, Ilona Olson second, all Board Members in favor of, motion passed; draw packet prepared by Janet Fulmer. Janet Fulmer provided verbal update of the September 24th Teams meeting, next meeting October 22nd, 2024, 1:00 PM – 1:30 PM.

**NEW BUSINESS –** None.

**WATER OPERATOR REPORT:** Arron Pomeroy provided a verbal update on the drinking water and irrigation system; September 2024 Average Daily Water Consumption 25,677 Gallons, Total Monthly Water Consumption 770,300 Gallons; Average Daily Chlorine Residuals: Injection Point 0.64, Distribution Locations 0.27; Arron stated irrigation system all pumped out, cable not working to the flow valve for irrigation will repair for next season. Dennis Schwecke stated he spoke with Butch regarding parts and new pump quotes for irrigation, could be 8-week lead time on impellers, Dennis to continue to follow up on.

**TREASURER REPORT:** Bank Balances as of September 30th, 2024: Checking \$8,330.35, Savings \$25,028.40, Construction \$73,884.50. Accounts Receivables Delinquent as of October 21st, 2024, provided to the Board, as well as Balance Sheet and Profit/Loss. Blue Corneliusen to look into transferring monies from construction account that should be reimbursed into the operating account from payments made to KLJ Engineering before grant draws began, then received direct deposit reimbursements into the construction account.

**PRESIDENT'S REPORT:** Blue Corneliusen stated he was still working on the Standard Operating Procedures; Board discussed previous handouts of Irrigation Do's and Don'ts for 2025 with talk of MCA for Irrigation Districts; Blue Corneliusen asked the Board to make motion to raise the irrigation rates, after discussion of the proposed increase the motion was made by Paul Finco to further investigate the needed income for irrigation and looking at a full budget for both drinking water and irrigation, Lori Zeiser second the motion, with Blue Corneliusen and Ilona Olson

**R0462979 CMS**

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Cascade County, Sandra Merchant - Clerk & Recorder





abstaining from vote, will further review at next meeting with budget preparation; no date set for public meeting for update of water project.

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

|                     |  | Drinking Water | Irrigation         | Total     |
|---------------------|--|----------------|--------------------|-----------|
| NorthWestern Energy | Gas & Electric   | 533.22         | 2,792.99           | 3,326.21  |
| Energy Laboratories | Test Kits  | 53.00          |                    | 53.00     |
| Payroll             | Salaries, Taxes,<br>Telephone,<br>Mileage, Fuel,<br>Irrigation Parts | 1,163.39       | 1,163.39<br>424.00 | 2,750.78  |
| US Treasury         | Payroll Taxes  | 30.60          | 30.59              | 61.19     |
| Board Stipend       | Board Stipend  | 142.50         | 142.50             | 285.00    |
| Ashley Pomeroy      | Contract Labor   |                | 82.50              | 82.50     |
| Hawkins             | Chemicals & Freight  | 4,735.48       |                    | 4,735.48  |
| SPVCWSD             | Office Rent &<br>Supplies  | 135.56         | 135.56             | 271.12    |
| TOTAL               |  | 6,793.75       | 4,771.53           | 11,565.28 |

**CORRESPONDENCE:** Montana State Fund Workers Compensation Renewal Policy 11/18/2024-11/19/2025 estimated cost \$869.01.

Lori Zeiser moved to adjourn, Ilona Olson second, all Board Members in favor of, motion passed. The regular meeting was adjourned at 8:30 PM.

Respectfully Submitted:

  
Janet Fulmer, Secretary/Treasurer

 11/18/2024  
Blue Corneliusen, SPCWD President / Date

Next Meeting of the SPCWD is tentatively scheduled for 7:00 PM November 18th, 2024, at 370 Post Avenue, Vaughn, MT, **date, time, and location** could change. **All district members are invited and encouraged to attend.**

