

SUN PRAIRIE COUNTY WATER DISTRICT

Regular Meeting of the Board of Directors

Agenda for Meeting of the Board

September 16th, 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: August 19th, 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 #4 – \$3,115.50
 1. KLJ Invoice #10213093 Task #2 9/5/2024 \$1,623.00
 2. KLJ Invoice #10213094 Task #3 9/5/2024 \$1,492.50
 - iv. Monthly Teams Meeting Update from Tuesday, August 20, 2024, 2:00 PM – 2:30 PM
 - v. Next Monthly Teams Meeting Tuesday, September 24, 2024, 2:00 PM – 2:30 PM

NEW BUSINESS:

- V. WATER OPERATOR'S REPORT:
 - a. August 2024: Total Gallons 991,800; Avg Gallons 31,994; Avg POI 0.70; 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. August 31st, 2024: Operating \$10,270.03; Savings \$25,027.45; Construction \$69,347.00
 - b. Delinquent Accounts Receivable Report as of September 16th, 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. Construction Checking Account, Second Opening, Update
 - 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 \$108.00 (Test Kits & Freight – Drinking Water), \$108.00 (Test Kits & Freight – Drinking Water), \$108.00 (Test Kits & Freight – Drinking Water); NorthWestern Energy \$569.82 (Electric - Drinking Water), \$2,672.88 (Electric - Irrigation); Hawkins \$3,917.14 (Chemicals – Drinking Water); SPVCWSD \$281.06 (Rent & Supplies – Combined); Payroll \$2,368.78 (Combined); Board Stipend \$285.00 (Combined); Federal Payroll Quarterly Withholding \$1,283.42 (Combined); MT State Quarterly Unemployment \$25.35 (Combined)
- IX. CORRESPONDENCE: DEQ Letter – RE: Approval of Monitoring Waiver for Asbestos (2023-2028)

MEETING ADJOURNED:

NEXT MEETING OF THE SPCWD is **tentatively** scheduled for October 21st, 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

RECEIVED

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S P C W D

SUN PRAIRIE COUNTY WATER DISTRICT
Regular Board Meeting Minutes of September 16th, 2024
236 Sun Prairie Road, Great Falls, MT 59404
Website: spcwaterdistrict.com

The regular monthly board meeting was opened at 6:59 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: Kailey Atwood

Approval of Minutes: Blue Corneliusen asked the Board Members if there were any questions or comments regarding the Minutes of August 19th, 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: None.

OLD BUSINESS

Drinking Water Upgrade Project: Dan Richardson with KLJ Engineering emailed Blue Corneliusen update which Blue read aloud to the Board, copy placed in file. The Board reviewed Invoices #10213093 for \$1,623.00 and #10213094 for \$1,492.50 from KLJ Engineering, Lori Zeiser moved to accept the invoices, Dennis Schwecke second, all Board Members in favor of, motion passed; no draw packet received, Sweetgrass Development to provide within the week. Janet Fulmer provided verbal update of the August 20th Teams meeting, next meeting September 24th, 2024, 2:00 PM – 2:30 PM.

NEW BUSINESS – None.

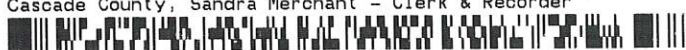
WATER OPERATOR REPORT: Arron Pomeroy provided a verbal update on the drinking water and irrigation system; August 2024 Average Daily Water Consumption 31,994 Gallons, Total Monthly Water Consumption 991,800 Gallons; Average Daily Chlorine Residuals: Injection Point 0.70, Distribution Locations 0.27; Arron stated the leak behind Hickman's has been fixed as well as curb stop at Jarrett's; transformer issue at the pumphouse which NorthWestern Energy fixed; Dennis Schwecke still following up on irrigation pumps; Lori Zeiser looking at grants for irrigation upgrades.

TREASURER REPORT: Bank Balances as of August 31st, 2024: Checking \$10,270.03, Savings \$25,027.45, Construction \$69,347.00. Accounts Receivables Delinquent as of September 16th, 2024, provided to the Board, as well as Balance Sheet and Profit/Loss.

PRESIDENT'S REPORT: Blue Corneliusen stated still working on Standard Operating Procedures; provided handouts of Irrigation Does and Don'ts for 2025 for Board review and discussion at next meeting; Lori Zeiser moved to open new construction account due to closure of first account, Dennis Schwecke second, all Board Members in favor of, motion passed; public meeting for update of water project approximately in month or two; discussion on SRF Loan or possible additional ARPA grant funds to look into for additional funding needed for water upgrade project.

R0461966 CMS

Total Pages: 2 R 0.00 By: tmarch 10/23/2024 01:30:59 PM
Cascade County, Sandra Merchant - Clerk & Recorder



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

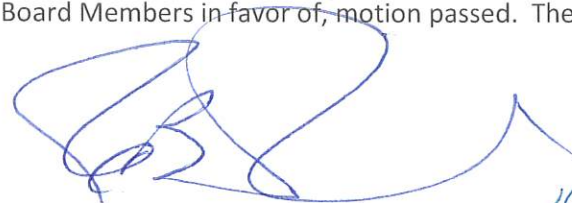
| | | Drinking Water | Irrigation | Total |
|------------------------|---|-----------------|-----------------|------------------|
| NorthWestern Energy | Gas & Electric | 569.82 | 2672.88 | 3242.70 |
| First Bank of Montana | Bank Charge | 5.00 | | 5.00 |
| Energy Laboratories | Test Kits & Freight | 324.00 | | 324.00 |
| Payroll | Salaries, Taxes, Telephone, Mileage, Fuel | 1184.39 | 1184.39 | 2368.78 |
| US Treasury | Payroll Taxes | 641.71 | 641.71 | 1283.42 |
| Board Stipend | Board Stipend | 142.50 | 142.50 | 285.00 |
| Unemployment Insurance | Unemployment Insurance | 12.67 | 12.66 | 25.33 |
| Hawkins | Chemicals & Freight | 3917.14 | | 3917.14 |
| SPVCWSD | Office Rent & Supplies | 140.53 | 140.53 | 281.06 |
| TOTAL | | 6,937.76 | 4,794.67 | 11,732.43 |

CORRESPONDENCE: None.

Ilona Olson moved to adjourn, Lori Zeiser second, all Board Members in favor of, motion passed. The regular meeting was adjourned at 8:36 PM.

Respectfully Submitted:


Janet Fulmer, Secretary/Treasurer

 10/21/2024
Blue Corneliusen, SPCWD President / Date

Next Meeting of the SPCWD is tentatively scheduled for 7:00 PM October 21st, 2024, at 370 Post Avenue, Vaughn, MT, **date, time, and location** could change. **All district members are invited and encouraged to attend.**

