

SUN PRAIRIE COUNTY WATER DISTRICT

Regular Meeting of the Board of Directors

Agenda for Meeting of the Board

April 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: March 18th, 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. DEQ Letter re: Proposed New Well
 2. KLJ Engineering Statement – Open Balance \$60,002.00
 3. KLJ Engineering Invoice #10205004 \$5,932.00 & #10205005 \$481.00
 - ii. Sarah Converse, Sweetgrass Development (*Invited*)
 - iii. Update on Monthly Teams Meeting Tuesday, March 19, 2024, 1:00 PM – 1:30 PM
 - iv. Next Monthly Teams Meeting Tuesday, April 23, 2024, 2:00 PM – 2:30 PM

NEW BUSINESS:

- V. WATER OPERATOR'S REPORT:
 - a. March 2024: Total Gallons 574,700; Average Gallons 18,539; Avg POI 0.66; Avg Dist 0.33
 - 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. March 29th, 2024: Operating \$35,572.06, Savings \$25,022.15, Construction \$0.00
 - b. Delinquent Accounts Receivable Report as of April 15th, 2024
- VII. PRESIDENT'S REPORT:
 - a. SPCWD - Development of Rules and Regulations and S.O.P. Manual – Update
 - b. 2024 Annual Budget Overview
 - c. Public Meeting once Contracts Signed / Bylaws Completed
 - d. 2024 Board Member Election
 - e. Spring Irrigation Discussion – Odd/Even Days – April 15, 2024, Start-up
 - f. Rural Water Impact & Municipal Impact – Website Estimate & Flyer
- VIII. BILLS TO BE PAID: Energy Laboratories \$53.00 (Test Kit, Drinking Water); NorthWestern Energy \$523.26 (Electric, Drinking Water); Montana Valley Irrigation, LLC \$120.25 (Repairs, Irrigation); Fisher Enterprise Welding \$2,225.00 (Repairs, Irrigation); Northwest Pipe Fittings, Inc. \$517.24 (Repairs, Irrigation); NAPA Auto Parts \$272.01 (Generator Repairs, Drinking Water); Poncelet Excavating LLC \$1,840.00 (Repairs, Drinking Water); SPVCWSD \$266.46 (Office Rent & Supplies, Combined); Payroll \$2,277.26 (Combined); Board Stipend \$228.00 (Combined); Internal Revenue Service \$1,116.56 (Federal Payroll Taxes, Combined); Montana Unemployment Insurance \$23.83 (Unemployment Insurance, Combined)
- IX. CORRESPONDENCE:

MEETING ADJOURNED:

NEXT MEETING OF THE SPCWD is **tentatively** scheduled for May 20th, 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

**SUN PRAIRIE COUNTY WATER DISTRICT****RECEIVED****Regular Board Meeting Minutes of April 15th, 2024****236 Sun Prairie Road, Great Falls, MT 59404****Website:** spcwaterdistrict.com**JUN 07 2024****S P C W D**

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; Alan Jarrett

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

PUBLIC PRESENT: Sarah Converse with Sweetgrass Development; Paul Finco

Approval of Minutes: Blue Corneliusen asked the Board Members if there were any questions or comments regarding the Minutes of March 18th, 2024, Board Meeting, Lori Zeiser moved to accept the minutes as written, Dennis Schwecke second, all Board Members in favor of, motion passed.

Public Comments: No public comment.

OLD BUSINESS

Drinking Water Upgrade Project: Blue Corneliusen stated he spoke with Dan Richardson of KLJ Engineering, will be ready to go out for bid upon DEQ approval, would like to hold a public meeting after approval received. Sarah Converse with Sweetgrass Development handed out paperwork for the first draw from ARPA, waiting on paid copies of invoices to KLJ Engineering by the Sun Prairie County Water District, then would get submitted. Blue Corneliusen provided update on the March 19, 2024, Teams meeting, and next monthly teams meeting to be held on Tuesday, April 23, 2024, from 2:00 PM to 2:30 PM.

NEW BUSINESS – None.

WATER OPERATOR'S REPORT: Arron Pomeroy provided a verbal update on the drinking water and irrigation system; generator was repaired, pressure relief valve installed, still waiting irrigation pump. March 2024 Average Daily Water Consumption 18,539 Gallons, Total Monthly Water Consumption 574,700 Gallons; Average Daily Chlorine Residuals: Injection Point 0.66, Distribution Locations 0.33.

TREASURER'S REPORT: Bank Balances as of March 29th, 2024: Checking \$35,572.06, Savings \$25,022.15, Construction \$0.00. Accounts Receivables Delinquent as of April 15th, 2024, provided to the Board, as well as Balance Sheet and Profit/Loss.

PRESIDENT'S REPORT: Blue Corneliusen asked for the Board to review again the Rules and Regulations for approval at next board meeting; still working on the S.O.P. Manual; continuing to work on a 2024 Annual Budget which the District may have to raise the irrigation rates due to using drinking water funds for repairs to irrigation; still discussion on holding a public meeting in the near future to discuss the Water Upgrade Project; Board had interviewed Paul Finco for the open board seat after the last meeting to which will appoint at the May meeting; irrigation to begin May 15 and posting to Facebook and website regarding start up with Odd/Even days irrigating; Rural Water Impact & Municipal Impact provided website estimate and flyer, to which Lori Zeiser moved to accept the estimate of \$898.00 for a new website with alert system, Dennis Schwecke second the motion, all members in favor of, motion passed.

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

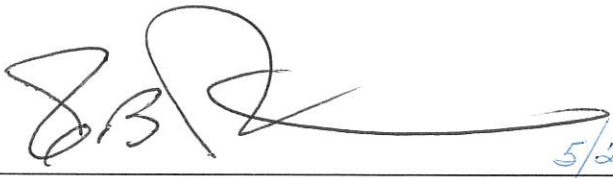
		Drinking Water	Irrigation	Total
NorthWestern Energy	Gas & Electric	523.26		523.26
Poncelet Excavating	Repairs	1,840.00		1,840.00
Montana Valley Irrigation	Parts		120.25	120.25
Northwest Pipe	Parts		517.24	517.24
Payroll	Salaries, Taxes, Telephone, Mileage	1,274.64	1,274.63	2,549.27
Board Stipend	Board Stipend	114.00	114.00	228.00
United States Treasury	Federal Payroll Taxes	558.28	558.28	1,116.56
Unemployment Insurance	Unemployment Insurance	11.92	11.91	23.83
SPVCWSD	Office Rent & Supplies	133.23	133.23	266.46
Fisher Enterprise Welding	Repairs		2,225.00	2,225.00
Energy Laboratories	Test Kits	53.00		53.00
TOTAL		4,508.33	4,954.54	9,462.87

CORRESPNDENCE: None.

Lori Zeiser moved to adjourn, Dennis Schwecke second, all Board Members in favor of, motion passed. The regular meeting was adjourned at 8:06 PM.

Respectfully Submitted:


Janet Fulmer, Secretary/Treasurer

 5/20/2024
Blue Corneliusen, SPCWD President / Date

Next Meeting of the SPCWD is tentatively scheduled for 7:00 PM May 20th, 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

Ord Member

THANK YOU FOR ATTENDING