

Board Meeting Agenda for Tuesday, August 17, 2021 @ 6:30 pm

Four Corners Water & Sewer District Office, 495 Quail Run Road,

Bozeman, MT, 59718 VIA ZOOM

If you would like to attend the meeting via Zoom, please call 406-585-4166 for the Zoom ID.

Join Zoom Meeting

https://us06web.zoom.us/j/83755894695

Regular Monthly Meeting

- 1) Call to Order
- 2) Approval of Draft Meeting Minutes from June 15, 2021
- 3) Public Comment: Non-Agenda Items- Time Limit on public comment 5 minutes

I. General Business

- 1) Odor Control WRF
- 2) Lehrkind- Fire
- 3) Ordinance 2021-11- Firepond Point, LLC
- 4) Resolution 2021-09- Tax Assessment
- 5) Resolution 2021-10- Fire Protection
- 6) ARPA Status and Capital Projects
- 7) Bond Discussion/Possible Resolutions
- 8) Monthly Operation & Maintenance Report
- 9) Monthly Financial Report
- 10) General Manager Topics
- 11) Board Member Topics
- II. Next Meeting Date Tuesday September 21, 2021
- III. Adjourn Meeting

FOUR CORNERS WATER AND SEWER DISTRICT MINUTES REGULAR MEETING, June 15, 2021

Call to Order

Vice President Nancy Flikkema called the regular meeting of the Four Corners Water and Sewer District (FCWSD) to order at 6:31 pm on Tuesday, June 15, 2021, at the office of the Four Corners Water & Sewer District at 495 Quail Run Road, Bozeman, Montana.

Board Members present: Vice President Nancy Flikkema, member Bob Thelen, member Brad Early

Staff/Public present (including those via Zoom): Phil George from FCWSD; Amy Ellingson from FCWSD; RJ Klotz; Amanda Knutson; Kyle Griffith; Jim Dolan; Tom Kallenbach; Matt Elwell; Michele Piazza; "iphone user unknown"; "John and Barb"; and Libby Kueneke, Secretary

Approval of Minutes

In Resolution 2021-06, \$10,500 was clarified as the amount specified for the sewer capacity fee as water and sewer must be tracked separately. Water, \$3,500, and sewer, \$10,500, combine to total \$14,000.

Motion: Member Bob Thelen moved to approve the minutes as written. Member Brady Early seconded. No public comment. The minutes were approved 3-0.

Public Comment on Non-Agenda Items:

RJ Klotz, resident of the Northstar Homeowners Association on Timberview, expressed interest in joining the 4 Corners Water and Sewer District Board due to past experience including Water Well Driller, Wildland Firefighter, Big Sky Chamber of Commerce Director of membership sales with communication with Big Water and Sewer District, and Four Corners' Wildfire Defense Systems.

GENERAL BUSINESS

Ordinance 2021-08-Brooks/Lennon- 2nd Reading

Ordinance 2021-08: An Ordinance Accepting the Annexation Petition of Andrew & Mandy Brooks and Matthew & Brindley Lennon for annexation into the Four Corners Water & Sewer District

The property is located east of Town Pump on Valley Center Road. The petition is for 1 EDU for an office connected to their storage unit area. Phil recommends approval.

Motion: Member Brad Early moved to pass the 2nd reading of Ordinance 2021-08; member Bob Thelen seconded. No public comment. Motion passed 3-0.

Ordinance 2021-09- Childre- 2nd Reading

Ordinance 2021-09: An Ordinance Accepting the Annexation Petition of James & Erin Childre for annexation into the Four Corners Water and Sewer District

The property is located north of Monforton School on Monforton Road. The petition is for 1.5 EDUs. The request is for sewer service only. The .5 EDU is for an ADU. Phil recommends approval.

Motion: Member Bob Thelen moved to pass the 2nd reading of Ordinance 2021-09; member Brad Early seconded. No public comment. Motion passed 3-0.

2021-2022 Budget Approval Resolution 2021-08

Resolution 2021-08: A resolution of the Four Corners Water and Sewer District to approve the 2021-2022 Budget.

The district was presented a draft budget on May 18, 2021. \$18,000 has been added to the Professional Services category to increase IT security for the 2021-2022 year in light of recent nationwide internet hacking activity. A service Internet Provider Company proposed a 3 year commitment for \$1,500 per month. \$18,000 is a fixed price, but costs will fluctuate depending on the number of computers and laptops covered.

A bid requirement starts at \$80,000, so this cost did not require a bid. FCWSD spoke with several companies and conducted an in person meeting.

Motion: Member Bob Thelen moved to pass Resolution 2021-08; member Brad Early seconded. No public comment. Motion passed 3-0.

Bond Discussion/Possible Resolutions

Phil George provided the report.

FCWSD has good bonds in place but is looking to refinance bonds to a lower rate. No new proposal has come, but FCWSD is preparing. Paperwork should be complete in a few weeks, which may require a special meeting if an acceptable proposal is received.

Capital Improvement Plan-Discussion

Phil George provided the report.

- Capital Improvement Discussions seek to capture ARPA funds.
- Interfacing with county and state.
- Gathering preliminary engineering reports to get matching funds for each of FCWDs 5 projects.
- County not yet ready to discuss plans for their \$22 million dollars.
- State has seminars and online applications with directions to pursue accessing funds.
- Morrison-Maierle is assisting and providing PERs on 4 projects.
- Seeking a fully integrated SCADA project to refresh all FCWSD SCADA. The originator of the SCADA project, Larry, and the GM will meet June 16th to prepare for submission.
- State requires submission by July 15h. County must receive the submission first.

Monthly Operations and Maintenance Report

Phil George provided the report.

- Rapid Infiltration Phase 1 of new ponds adjacent to WRF is complete. Phase 2 should be completed by July 1st.
- Lightning strike ruined some components but is covered under maintenance.
- SBR phase 2 construction is slated to be finished in August, awaiting shipment of the MCC master control panel.

General Administration Activities and Issues

Amy Ellingson provided the report.

- Both new employees began.
- Paving of the parking lot pushed to June 29th to increase the paving an inch to allow utility for heavier trucks.
- Summertime maintenance by new employees is underway.
- FCWSDs retirement and social security provider, Primerica, has their annual representative meeting at the end of June.
- Met with Wolfguard to discuss and get a bid for security and IT support.

- Passed a surprise State safety inspection. Now posting OSHA regulations on jobsite illnesses and injuries.
- Settled with SCS which built the WRF. Finalized paperwork should come by the end of June.
- More money has been transferred to STIP. The bond has been satisfied and stays steady only gaining interest.

Monthly Financial Report

Amy Ellingson provided the report.

- The Office Expenses and Shared Expenses continue to run over
- Overall, the budget is running under what is budgeted so far this fiscal year.
- Water running over budget for expenses, partly due to new system operating expenses
- Overall, water is under budget when factoring in matching funds.
- Sewer is running over budget in income and running under budget for expenses

Manager Topics

Phil George provided the report

- Main goal is getting approvals ready this next month to access bonds, maintaining progress with DEQ, and finishing outstanding legal issues with the FCWSD attorney.
- The new plant's odor issue is improved. Absorption crystals and a berm with plants and trees need to be added. A biofilter needs to be enclosed.
- One property owner believes the new WRF near him has devalued his property. A berm has been added to make it less visible. Adding trees and shrubs will make it even less visible.

Board Member Topics

No board member topics.

Public Comment:

- Tom Kallenbach asked how the \$1.5 million to update Elk Grove's water booster system will be used, what is broken, and where to find engineering plans. He stated the lawsuit will continue.
- Plans will be ready later this week. The system will receive a complete booster replacement
 and upgrade to give broader capability and better reliability and service. No funds will be used to
 move water offsite; FCWSD doesn't have that legal right. The variable frequency pumps will not
 be removed. A new variable frequency drive system will be installed. The GM is seeing if the
 tank can be enlarged to provide for potential commercial lots and a request to purchase pasture
 where FCWSD wells are located.
- Michelle Piazza asked why the pumps are being replaced and the system is being expanded if the system isn't broken, no new people are coming out, and the water isn't being moved off site.
- After 16 years with no preventive maintenance by the previous company, there is rust and a
 broken in-line meter which creates a possibility of having a system failure on this isolated
 system without backup systems. The GM offered a tour of the needs and damage.
- Matt Ellwell asked if \$1.5 is a projected cost, if FCWSD has gotten quotes, and how far into the process FCWSD has gotten. He is concerned of the cost and how it compares to the upgrade costs stated at Elk Grove's annexation.
- The GM isn't privy to conversations at Elk Grove's annexation. He offered to show and explain the needs and plans. \$1.5 is a high budget and a guess. The GM is seeking matching funds from the ARPA. He has not yet received bids to substantiate the costs.

- Tom Kallenbach said he believed the amount allocated for upgrading the booster station at Elk Grove's annexation was around \$100,000. He asked why APK was allowed to connect last year with no hydraulic analysis. He said he believed the issue has built over time and APK shouldn't have been allowed to connect. He requested the board's resignation.
- The GM clarified the potential system failure isn't imminent, but the system is in poor condition.

Next Meeting Date: Tuesday, August 17, 2021

Adjourn

There being no further business before the Board, the Four Corners Water & Sewer District meeting of June 15, 2021 adjourned at 7:05 p.m.

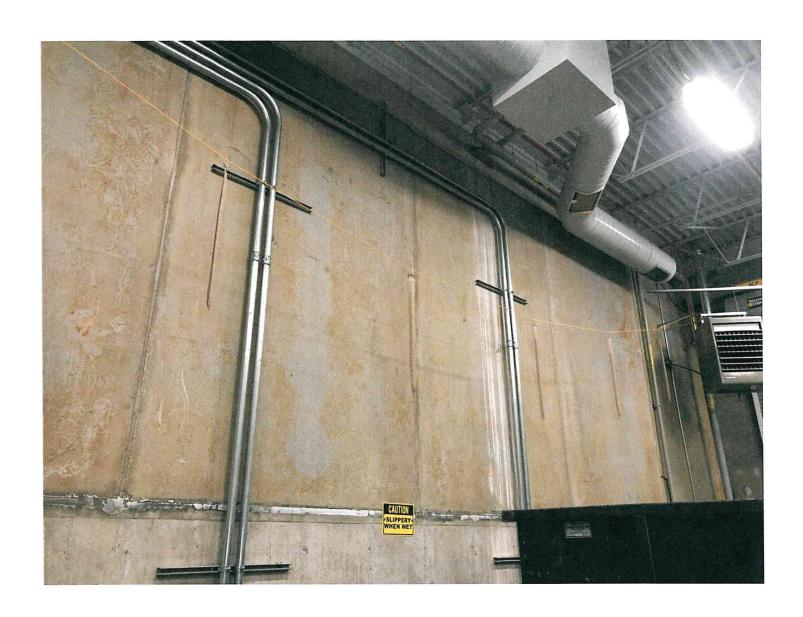
Libby Kueneke, Secretary



WRF Odor Problem

- Found Several Sources of Odor
 - Valve left in wrong position on digesters
 - Removed concrete form boards
 - Installed Scent Bags
 - Headworks, Solids Building, Fence
 - Digester Openings
 - Used tarp to cover IPS wet well
- Staff Researched Bio-Filter
 - O Conclusion size and design of IPS bio-filter requires modification
 - Temporary Solution
 - Purchase 60 yard of additional bark
 - Increase bark depth by 3'
 - Covered Bio-filter with trap
 - Vented Bio-filer past filter treatment
 - Permanent Solution IPS
 - Double the size- ordered
 - Modify internal design provide air mixing
 - Install permanent cover with directed vent

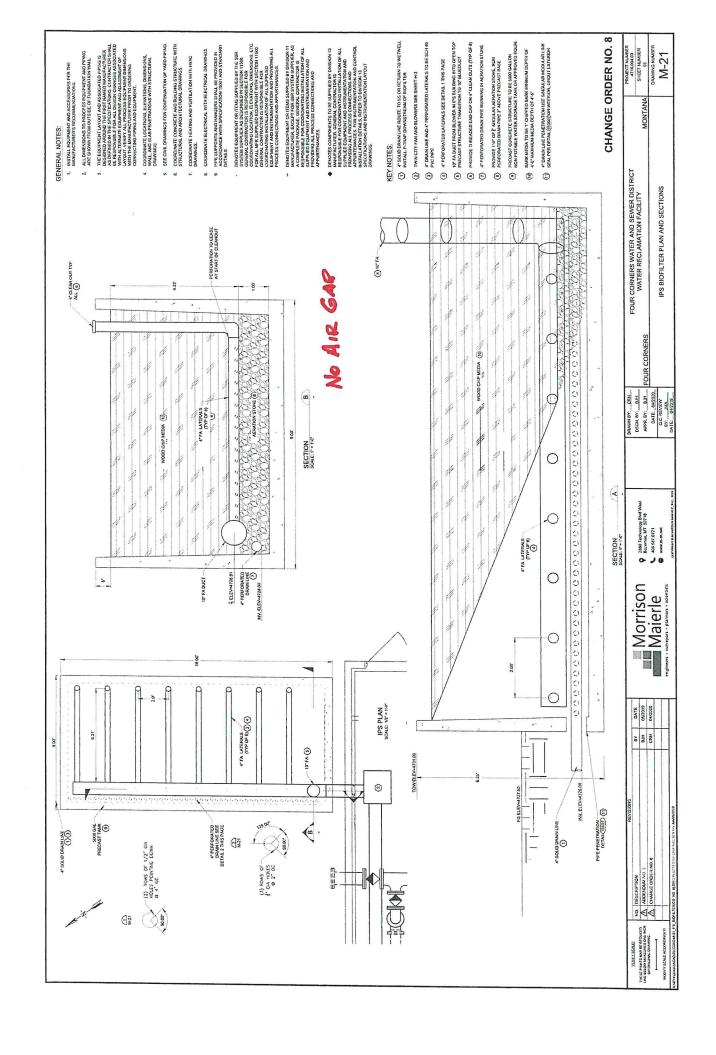


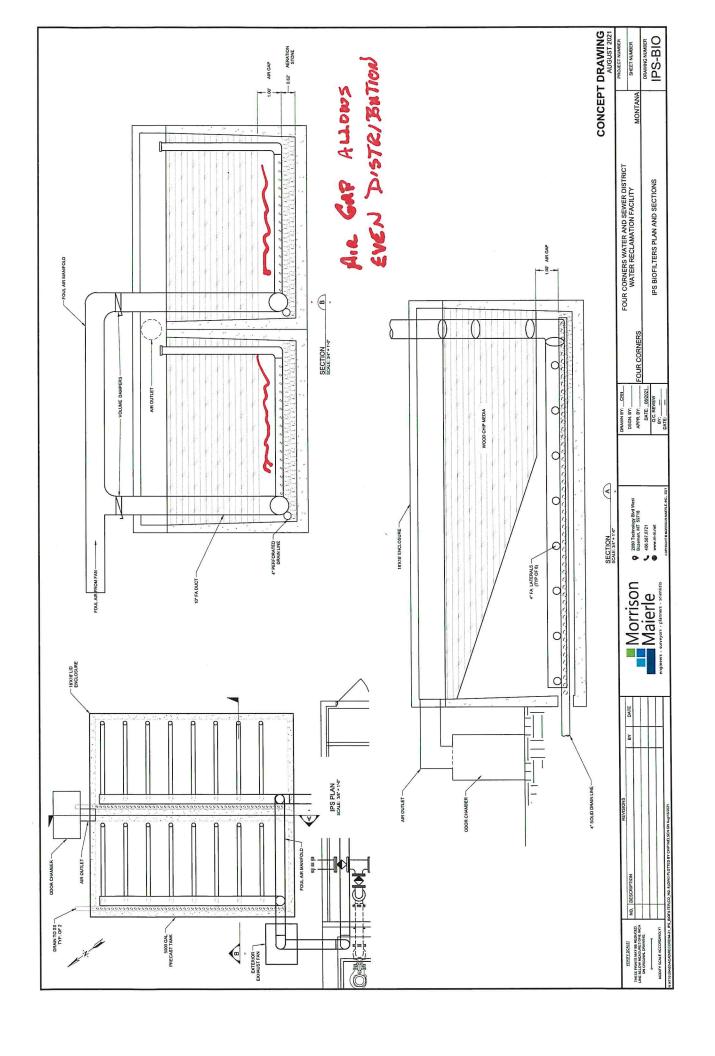


















History of Fire Charges

- Fire Department Reported: 260Kgal

- District Data: 165-180Kgal

Invoiced 220Kgal- \$11,000

August 13- Fire Department Revised to 165Kgal

District Agrees to 165Kgal

Invoice #2- 165Kgal- \$8,250

District Method of Measurement

Inexact

RESOLUTION 2020-02

A Resolution of the Four Corner County Water and Sewer District Establishing and Updating Various Fees and Charges.

RECITALS

WHEREAS, the Four Corners County Water and Sewer District ("District") is a county water and sewer district duly established in 2003; and

WHEREAS, pursuant to 7-13-2301(2)(a), the Board is obligated to review the rates, fees, toll, rent, tax and other charges for service, facilities and benefits directly afforded by facilities, taking into account services provided and direct benefits received; and

WHEREAS, the District having evaluated the cost related to service various expenses established the following fees and charges require addressing.

NOW THEREFORE, the District established the following fees and charges:

- Bulk Hydrant use
 - a. In District \$10.00/ thousand
 - b. Contractors \$20.00/ thousand
 - c. Out of District Fire Suppression \$50.00/thousand
- Posting Fee
 - A disconnection notice is required to be posted on the door of a property prior to disconnect. The owner of the property shall pay a \$25.00 charge toward the cost of posting of the notice. (the posting is done typically after the bill goes unpaid for 89 days)

The General Manager shall enact these fee's effective February 20,2020.

Dated this day of January 2020.

Cor Klumb, President

ATTESTED:

Joy Davis, Secretary

Ordinance 2021-11

ORDINANCE ACCEPTING THE ANNEXATION PETITION OF FIREPOND POINT LLC, FOR ANNEXATION INTO THE FOUR CORNERS WATER & SEWER DISTRICT

WHEREAS, OF FIREPOND POINT LLC, submitted a petition, signed by Tara Olson, purporting to be an authorized manager, for annexation of Lot 5A of Block 2 of Fire Pond Open Space, Kennedy Subdivision, Gallatin County Montana with mailing address of PO Box 10303, Bozeman, MT 59719, being described as being located in Kennedy Subdivision, being located in Section S35, T01S, R4E, P.M.M. Gallatin County Montana being approximately 1.874 acres in size ("Property") requested that the Property be annexed into the Four Corners County Water and Sewer District to connect to water and wastewater services; and

WHEREAS, the Property is contiguous to the District boundary; and

WHEREAS, on June 15, 2021 at a duly noticed meeting of the Board of Directors, the Board considered the Petition to annex the Property and determined the Property was contiguous and further determined that the systems have capacity to provide service to the Property; and

WHEREAS, FIREPOND POINT LLC will provide evidence of purchased of water rights to serve the Property and transfer of the same to the District in the amount needed to provide for 16 EDU (2,560 gpd total) and have agree to pay the water and wastewater fee per EDU to the District; and

WHEREAS, the Property will need to provide its own irrigation water.

NOW THEREFORE, be it ordained by the board of directors of the Four Corners County Water and Sewer District Board, by passage of this ordinance, the District does agree to annex the Property, Lot 5A of Block 2 of Fire Pond Open Space, Kennedy Subdivision, located in Section 35, T01S, R4E, P.M.M. Gallatin County Montana described above, into the District after transfer of water rights & payment of fees water and sewer service for 16 EDUs (2,560 gpd total).

Landowners/petitioners acknowledge that should additional structures which utilized water and/or sewer on the Property seek service, the District makes no representation that the District will have sufficient water or sewer capacity to service future structures.

ADC	PTED by the B	oard of Directors	of the Fo	our Corners Cou	nty Water	and
Sewer Dist	trict after first re	eading on Augus	t 17, 202 ⁻	1 with a vote of	in f	avoi
and	against and sed	cond reading on		, 2021 with a	vote of _	ir
favor and	against.	This Ordinance	shall be i	n effect 30 days	after the	date

of the second reading.

1 st Read and approved: Dated: August, 2021	Four Corners County Water and Sewer District
	By: Its:
Attested:	
Secretary	
2 nd Read and approved: Dated:, 20	Four Corners County Water and Sewer District
	By:
Attested:	
Secretary	

RESOLUTION 2021-09

A Resolution of the Four Corner County Water and Sewer District Special Assessment

RECITALS

WHEREAS, the Four Corners County Water and Sewer District ("District") is a county water and sewer district duly established in 2003; and

WHEREAS, the District, after notice and pursuant to the laws of the State of Montana, annually establishes the special assessment amount to fund the obligations to the District; and

WHEREAS, the District, on the date of the public meeting set forth below, the Board, considered the special assessment amounts as well as public comment, if any.

NOW THEREFORE, the Four Corners County Water and Sewer District resolves to adopt the special assessments as set forth below. The District acknowledges on the date of passage there are 2366 lots, parcels, tracts and units within the District which will be assessed.

Payment Date	B ond Payments	Tax Levy (Payment /2366)
RD- Water Special Assessment Bond,		
Series 2015 (\$6.7M)		
12/23/2021	\$179,292.00	\$75.77
6/23/2022	\$179,292.00	\$75.78
Total	\$358,584.00	\$151.55
SRF- Wastewater Special Assessment Bond, Series 2015 (\$9.3M)		
1/1/2022	\$226,437.50	\$95.70
7/1/2022	\$226,900.00	\$95.90
Total	\$453,337.50	\$191.60
SRF- Wastewater Special Assessment Bond, Series 2019 (\$11.3M)		
1/1/2022	\$268,750.00	\$113.58
7/1/2022	\$269,075.00	\$113.73
Total	\$537,825.00	\$227.31
Summary	·	
Total Payments: Total Assessed Parcels:		\$1,349,746.50 2366
Total Tax Levy Per Parcel:		\$570.47
Dated this day of August, 2021.		

Cory Klumb, President
ATTESTED:
Libby Kueneke, Secretary

RESOLUTION 2021-10

A Resolution for Water Supply for Fire Protection.

RECITALS

WHEREAS, the Four Corners County Water and Sewer District ("District") is a county water and sewer district duly established in 2003; and

WHEREAS, the District has received requests to provide water for fire suppression to owners/developers of real property wishing to secure a supply of water to satisfy its obligation to provide fire protection and property submitted to Gallatin County for subdivision review;

WHEREAS, this Resolution replaces/updates resolution 2011-01 Water Supply for Fire Protection dated September 14,2011;

WHEREAS, the District is willing to provide the Fire Protection water to use existing fire hydrant or develop a main extension for Fire Suppression at the developers expense;

NOW THEREFORE, be it resolved:

Subject to the terms and conditions of an Agreement between the Developer and District and subject to sufficient capacity in its fire protection and system to provide the Fire Protection Water and the District will permit the Developer to use the facilities.

In exchange for providing capacity in the facilities and system the Developer of the real property seeking fire protection water supply shall pay the District a sum of \$3,800.00 per lot in the subdivision payable upon execution of this agreement.

In addition, the developer, owner or HOA will be assessed \$150/hydrant per year for hydrants established outside District annexed properties.

The owner of the property upon using fire protection/suppression water shall be charged for the actual water used on a "per 1000 gallon" basis as established by the District.

Dated this day of August, 2021.	
Cory Klumb, President	ATTESTED:
	Libby Kueneke, Secretary



Capital Projects

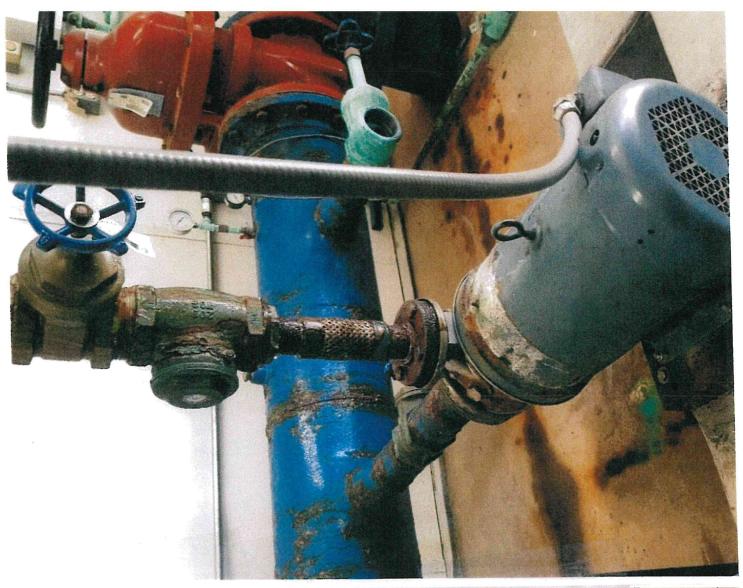
2021

Capital Projects Four Corners Water and Sewer District

- Water
- Elk Grove Water Distribution
- Wastewater
- **Elk Grove Life Extension**
- WRF SBR 3&4
- Supervisory Control and Data Acquisition (SCADA) System

Elk Grove Water Distribution Booster

- Replace Elk Grove Water Booster
- Competitive Bid Process
- Submit to DEQ in August
- Complete May 2022
- Estimated Cost \$1M







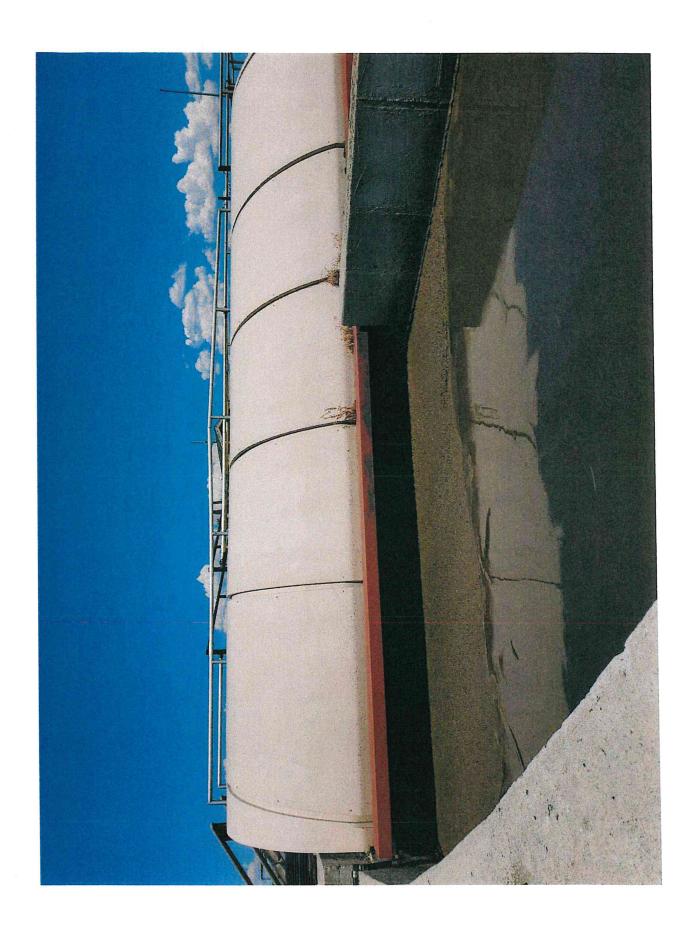






Elk Grove Wastewater Life Extension

- Repair
- Structure
- Gates
- Replace
- Rotor-Aerator
- Headworks Screen
- Mechanical Equipment
- Line
- Ditches
- Clarifiers
- Results
- Insure public health
- Reduce operating costs
- Improve process control
 - Extend facility life
- Estimated Cost \$2.2M





The Universal Mount allows for acrator maintenance to be performed without the need for operators to enter the basin or reach over rading.

New mounting system allows for easier and safer aeration system maintenance





