

FOUR CORNERS WATER AND SEWER DISTRICT MINUTES

REGULAR MEETING, November 16, 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, November 16, 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, and member Michele Piazza

Staff/Public present: Phil George and Amy Ellingson from FCWSD; Justin Gerber; and Libby Kueneke, Secretary

Approval of Minutes

October 19, 2021 Board Meeting

Nancy Flikkema needs to be noted as vice president.

Motion: Member Brad Early moved to approve the minutes with the requested edit. Member Bob Thelen seconded. No public comment. The minutes were approved 4-0.

Public Comment on Non-Agenda Items:

No public comment.

GENERAL BUSINESS

Audit Presentation

Justin Gerber provided the report.

FCWSD passed the audit with no major issues. As one payroll had one employee overpaid and another underpaid, FCWSD will receive a payroll summary to review and approve each payroll and will switch from a manual to a computerized timesheet payroll system.

Ordinance 2021-13: Long 2nd Reading

Ordinance 2021-13: An Ordinance Accepting the Annexation Petition of Lisa Long & Brandon D. Fleisher for annexation into the Four Corners Water and Sewer District

The property is located north of Monforton School, west of Monforton Road, and east of Jackrabbit. The petition is for 1 EDU for sewer only. Phil recommends approval.

Motion: Member Michele Piazza moved to pass the 2nd reading of Ordinance 2021-13; member Brad Early seconded. No public comment. Motion passed 4-0.

Resolution 2021-14: Fire Protection

Resolution 2021-14: A Resolution of the Four Corners County Water and Sewer to Amend the Water Supply for Fire Protection Policy.

This resolution raises the fee for fire protection supply water for out-of-district residents adjacent to the district from \$2,800 to \$3,800 due to inflation. People who pay this fee will be treated as an in-district client. A \$150/hydrant fee per year is applied to cover the costs of flushing and testing hydrants for hydrants installed outside of the district.

The GM will create a system to notify out-of-district residents living south of Huffine and south of Norris road of this protection opportunity.

Motion: Member Brad Early moved to approve Resolution 2021-14; Bob Thelen seconded. No public comment. Motion passed 4-0.

2021-15: Fire Fees Resolution

Resolution 2021-15: A Resolution of the Four Corners County Water and Sewer Updating Fees and Charges for use of water for Fire Protection.

This resolution adjusts the cost of bulk water for out-of-district fire suppression from \$50/1,000 to \$25/1,000 effective 1/1/22 as this applies to contractors. In-district cost remains at \$10/1,000.

Motion: Member Bob Thelen moved to approve Resolution 2021-15; Michele Piazza seconded. No public comment. Motion passed 4-0.

Monthly Operations and Maintenance Report

Phil George offered the report.

- Second IPS odor control structure is in place, drain pipe installed and backfilled. Waiting for additional components. Conex for control building is in place and upgrades are beginning.
- The odor control additive is effectively eliminating odor even though travel time is still long, and has proven to benefit the wastewater process. It appears to be aiding the phosphorus removal in the effluent and inhibiting the formation of excessive filamentous growth. The GM will run another odor test to compare odor levels to a report before the additive. FCWSD personnel will soon install an injection system for this additive at the Valley Center Lift Station.
- Several WRF warranty issues have been repaired. The manual valves were found incorrectly installed and improperly constructed with a bronze instead of stainless steel shaft. Parts were replaced and installation was corrected. A defective level sensor sending unit was replaced. The cause of the failure was corrected.
- EGWWTP rehab continues and should be completed in late spring. The WRF is processing all the wastewater flow at this time without problems. FCWSD has painted the EGWWTP office, changed heat from electric to gas, remedied a leak inside the building, installed meters in the water booster, added a bypass system, ordered new doors and added gas heat for the booster plant, completed 85% of the ditch lining, and cleaned out clarifier tanks. A new influent screen arrives 11/15.

Monthly Financial Report

Amy Ellingson provided the report.

- A new employee policy will go into effect after the board president and GM's approval.
- FWSD placed an ad to fill 2 needed employee positions.
- FCWSD insurance is up for renewal. Wolfguard and the Payne agent will coordinate to insure internet security coverage without overlaps or holes.
- In STIP, money from Creekside property's EDU's was applied, and \$308k of the bond was brought down to the capital projects account.

- Slightly over budget on shared expenses due to Morrison-Maierle and billing software bills
- Over budget on water expenses due to water meter purchases anticipating shortages
- Overall under budget on sewer expenses.

General Manager Topics

Phil George offered the report.

- Closed on Love Lane property. Seeking to store water and create diversion wells there. Starting a required water study to get permission from DNRC, who regulates inground water, to store water and move well points of diversion there.
- Awaiting DEQ approval for the booster plant, the technology improvement at EGWWTP, the WRF 3 & 4, and the permission to sell EDU's to be hooked up in 2023.
- GM wants to meet with the board's Finance Subcommittee and Property Subcommittee before the January board meeting to discuss properties and investments.

Board Member Topics

Resuming Zoom meetings for public participation was requested. Clarification of notification of board vacancies was requested: residents' water bills and the website notify residents of vacancies.

Public Comment:

No public comment.

Next Meeting Date: Tuesday, January 18, 2022

No December meeting is scheduled.

Adjourn

There being no further business before the Board, the Four Corners Water & Sewer District meeting of November 16, 2021 adjourned at 7:47 p.m.



Libby Kueneker, Secretary