

**FOUR CORNERS WATER AND SEWER DISTRICT MINUTES
REGULAR MEETING, November 15, 2022**

Call to Order

President Nancy Flikkema called the regular meeting of the Four Corners Water and Sewer District (FCWSD) to order at 6:32 pm on Tuesday, November 15, 2022, at the office of the Four Corners Water & Sewer District at 495 Quail Run Road, Bozeman, Montana.

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

Staff/Public present: Phil George, General Manager (GM) from FCWSD; Amy Ellingson, District Administrator (DA) from FCWSD; Justin Gerber from Amatics CPA; Teri Kolnik and Libby Kueneke, Secretary

Approval of Minutes

October 18, 2022 Board Meeting

Motion: Member Bob Thelen moved to approve the minutes as written. Member Jonathan Claunch 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 from Amatics CPA presented the draft audit for fiscal year 2021 & 2022. The final audit will be posted to the FCWSD website at a later date.

Motion: Member Brad Early moved to approve the audit for fiscal year 2021 & 2022; member Jonathan Claunch seconded. No public comment. Motion passed 4-0.

Ordinance 2022-05-TRD Inc: 2nd Reading

Ordinance 2022-05: An Ordinance Accepting the Annexation Petition of TRD, Inc. for annexation into the Four Corners Water and Sewer District

The property is located west of the Bozeman Hot Springs parking lot. Phil recommends approval.

Motion: Member Brad Early moved to pass the 2nd reading of Ordinance 2022-05; member Jonathan Claunch seconded. No public comment. Motion passed 4-0.

Ordinance 2022-06-Kolnik: 1st Reading

Ordinance 2022-06: An Ordinance Accepting the Annexation Petition of Anthony & Teresa Kolnik for annexation into the Four Corners Water and Sewer District

The property is located in the Rainbow Subdivision area. The petition is currently for 12 EDUs but may change to meet needs of finalized plans. Phil recommends approval.

Motion: Member Bob Thelen moved to pass the 1st reading of Ordinance 2022-06; member Jonathan Claunch seconded. No public comment. Motion passed 4-0.

Monthly Operations and Maintenance Report

Phil George offered the report.

- The lining application on the WRF SBRs has experienced mechanical and technical problems causing a delay.
- The Elk Grove Booster Station is in place. Gas, electrical and final piping is underway.
- North Star Lift Station rehab is complete. Additional lift station rehabs will be scheduled as workload allows.
- WRF Digester is 50% complete. Painting of submerged ductile iron pipe is scheduled 11/16/22 with aeration equipment and electrical installation to follow. Safety rail and catwalk installation is underway.

Monthly Financial Report

Amy Ellingson provided the report.

- The DA reviewed upcoming annexations into the FCWSD. The finance committee will schedule a meeting to review reserves, cash flow, and capital.
- FCWSD has a new employee starting 11/21/2022.
- No December board meeting will occur.
- The Stip Bond water status is at \$3,459,766 and sewer status is at \$1,893,765.
- The DA reviewed the October 2022 budget vs. actual for the shared, sewer and water expenses. The series B bond now and going forward is recorded as its own category.

General Manager Topics

Phil George offered the report.

- The Elk Grove Wastewater Treatment Life Extension is scheduled to be completed in 2023.
- SCADA system work is ongoing.
- Engineering is preparing DEQ submittal for the Effluent Filtration system.
- FCWSD is contracted with Webster Engineering for needed changes to correct odor issues in a piecemeal fashion to optimize cost efficiency.
- A lawsuit is underway under direction of the FCWSD lawyers.
- The WRF biofilter had repair needs that have been mitigated.
- The WRF lining contractor pulled out, complicating winter construction. SBR 5 is tented. A leak differential test is underway. External repairs are needed. SBR 3A, 3B, 4A and 4B will be checked for leaks to gather data soon. Foundation wall and pillar construction has been postponed until 2023.
- GH hydrant damage occurred resulting in a boil water order notice.
- The GM met with the District President regarding the employee housing allowance and agreed to renew it for the 2023 calendar year.

Board Member Topics

The Elk Grove easement is proceeding between lawyers. The Elk Grove HOA has not recently contacted FCWSD. The GM will contact the Elk Grove HOA.

Public Comment:

No public comment.

Next Meeting Date: Tuesday, January 17, 2022

Adjourn

There being no further business before the Board, the Four Corners Water & Sewer District meeting of November 15, 2022 adjourned at 7:42 p.m.

A handwritten signature in black ink, appearing to read "Libby Kueneke". The signature is written in a cursive, flowing style.

Libby Kueneke, Secretary