

FOUR CORNERS WATER AND SEWER DISTRICT MINUTES REGULAR MEETING, May 16, 2023

Call to Order

President Nancy Flikkema called the regular meeting of the Four Corners Water and Sewer District (FCWSD) to order at 6:31 pm on Tuesday, May 16, 2023, 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, and member Jeff Sipes

Staff/Public present: Phil George, General Manager (GM) from FCWSD; Amy Ellingson, District Administrator (DA) from FCWSD; Heath Anderson, Ron Edwards, Ryan Rittal, Ed Brandt, and Wayne D. from the Garden Center; and Libby Kueneke, Secretary

Approval of Minutes

March 21, 2023 Board Meeting

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

Public Comment on Non-Agenda Items:

No public comment.

GENERAL BUSINESS

Ordinance 2023-03 Salcedo 1st Reading

Ordinance 2023-03: An Ordinance Accepting the Annexation Petition of John Salcedo, 81481 Gallatin Road, Bozeman MT 59718, for annexation into the Four Corners Water and Sewer District

The property is located at 191 and 3rd Street. The petition is for 1 sewer EDU. Phil recommends approval.

Motion: Member Jeff Sipes moved to pass the 1st reading of Ordinance 2023- 03; member Bob Thelen seconded. No public comment. Motion passed 3-0.

Ordinance 2023-04 Morgan 1st Reading

This ordinance will be discussed at the June Board Meeting.

Resolution 2023-02: Health Insurance Benefits

Resolution 2023-02: A Resolution of the Four Corners County Water and Sewer to Increase Employee Health Insurance Benefits

All employees get a \$1000/month allowance to select from an insurance portfolio, but some of the employees aren't well represented by this method. No increase has occurred since 2016. This resolution includes an increase of \$500/month to a total of \$1,500/month to help for out of pocket costs. This resolution only impacts health insurance.

Motion: Member Bob Thelen moved to approve Resolution 2023- 02; Member Jeff Sipes seconded. No public comment. Motion passed 3-0.

Resolution 2023-03: Garden Center

Resolution 2023- 03: A Resolution of the Four Corners County Water and Sewer to accept Garden Center as a single source bulk provider

Garden Center will be accepted as a bulk sewer client to be charged \$1,000/month. Garden Center will re-engineer their access to FCWSD, maintain and retain their system, and process their own solids. Only the effluent will be sent to FCWSD. This change will mutually benefit FCWSD and Garden Center by removing risk to the wells. The resolution will go into effect once an agreed upon approach is in place. 45 EDUs are anticipated with some EDUs reserved for future use. Phil recommends approval.

Motion: Member Jeff Sipes moved to approve Resolution 2023-03; Member Bob Thelen seconded. No public comment. Motion passed 3-0.

Monthly Operations and Maintenance Report

Phil George offered the report.

- The WRF Expansion work on SBR 3-5 has started with backfill around structures, piping installation and concrete placement for structures. Building foundation concrete placement will begin during the week of May 14th and will be lined the week of May 21st.
- The EGWWTP upgrade has steel installation, painting and concrete patching complete. Installation of equipment is upcoming pending delivery of materials.
- Outfall 003, Basins 6 & 7, Phase 2 is scheduled for pipeline testing. Concrete placement and finish grading was completed May 7th.
- The WRF Digester construction is complete, final testing occurred this week. The digester was in service by May 7th.

Monthly Financial Report

Amy Ellingson provided the report.

- The DA reviewed upcoming annexations.
- FCWSD met with Gallatin County Health & Gallatin County Planning at the end of April to provide an update on FCWD's remaining capacity.
- The DA met with current contract holders to communicate FCWSD's remaining capacity.
- FCWSD Aflac was renewed May 1st with some employees joining and others renewing policies.
- FCWSD will place crushed asphalt on the nearby road and paving at EGWWTP and the Elk Grove Booster. Paving bids are underway.
- Tax parcels will be turned in shortly. A resolution will be presented at the August Board Meeting.
- The Stip Bond water status is at \$3,967,487 and sewer status is at \$1,572,110.
- The DA reviewed the April budget vs. actual for the shared, sewer, and water expenses. There were no questions from the board.
- The DA reviewed capital projects in a cost-to-date manner.
- FCWSD is working to engineer proper equipment to reserve at least a 1 day supply of water storage in its system in FCWSD owned land off of Baxter.

General Manager Topics

Phil George offered the report.

- The GM reviewed the 23-24 draft budget on expenses and income, which has been briefed to the finance committee. The GM will do a final review for the Board in June.
- Elk Grove Wastewater Treatment Life Extension Work is scheduled to be complete in 23.
- SCADA work is ongoing.
- Northstar Lift Station Capacity is scheduled to be submitted to DEQ soon.
- The Effluent Filtration has been submitted to DEQ and the review continues to be in progress.
- FCWSD continues to review customer accounts for contract compliance. 6 month reviews with

commercial customers and the DA's monthly reviews help maintain compliance.

- The GM reviewed the current status of remaining capacity. Total commitments are estimated at 6,442 with an estimated 1,058 EDUs remaining.
- Odor control is under contract and FCWSD hopes to complete the work by the end of 23.

Board Member Topics

Bob Thelen tendered his resignation due to change in residence.

Public Comment:

No public comment.

Next Meeting Date: Tuesday, June 20, 2023

Adjourn

There being no further business before the Board, the Four Corners Water & Sewer District meeting of May 16, 2023 adjourned at 7:43 p.m.



Libby Kueneke, Secretary

