

**FOUR CORNERS WATER AND SEWER DISTRICT MINUTES
REGULAR MEETING, October 15, 2024**

Call to Order

President Nancy Flikkema called the regular meeting of the Four Corners Water and Sewer District (FCWSD) to order at 6:30 pm on October 15, 2024, at the office of the Four Corners Water & Sewer District at 495 Quail Run Road, Bozeman, Montana.

Board Members present: President Nancy Flikkema, Member Brad Early, Member Jeff Sipes and Member Michele Piazza.

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

Approval of Minutes

September 17, 2024 Board Meeting

Motion: Member Michelle Piazza moved to approve the Minutes as written. Member Jeff Sipes seconded. No public comment occurred. The Minutes were approved 4-0.

Public Comment on Non-Agenda Items:

No public comment occurred.

GENERAL BUSINESS

Audit Presentation

Justin Gerber from Amatics CPA Group delivered the Draft Audit Report. The audit found FCWSD's submitted statements were correct with no material deficiencies found. One growth recommendation is developing post-analysis around water and wastewater revenue to compare it to water usage and billing. The GM will need to gather tools to complete this goal with cost-efficiency. This is the second year of three in FCWD's contract with Amatics CPA Group. No questions arose from the Board.

Jon Knokey- Creekside/Gallatin Meadows

Jon Knokey asked if sincere efforts to move building forward in a timely fashion could warrant an extension on the unused capacity \$80/month charge. He inherited the agreement and has worked quickly but has been slowed by DEQ, developers, and construction work with local companies.

The GM recommends the Finance Subcommittee meet to consider Jon's concerns and check the true operational costs to ensure the \$80/month charges are reasonable. The DA will send the Board a spreadsheet of how many properties near the 4 year mark have Land Use Permits.

Ordinance 2024-05 1st Reading- 57 East Hulbert Rd.

Ordinance 2024-05: An Ordinance Accepting the Annexation Petition of RDO Equipment Company for annexation into the Four Corners Water and Sewer District

The property is located on Holbert Road east of Jackrabbit. The petition is for 2 EDUs which may extend to 3. Phil recommends approval.

Motion: Member Brad Early moved to pass the 1st reading of Ordinance 2024-05; member Michele Piazza seconded. No public comment. Motion passed 4-0.

Monthly Operations and Maintenance Report

Phil George offered the report.

- The Tertiary Filtration Building foundation is in place. Foundation backfilling is scheduled to begin late next week followed by under-slab floor drain plumbing and electrical conduit installations. The floor slab and equipment pad concrete placement is to be completed by the end of the month.
- The main Biofilter Odor Control structure cover and equipment are in place. IPS Odor Control system installation is underway with start-up for both systems scheduled for early November. Webster will review the system around May.
- The NorthStar Lift Station project has been delayed until Spring of 2025.
- Supply chain issues are hampering the district's communications upgrades. The district can monitor the system adequately but is experiencing many false alarms, which upgrade should solve.

Monthly Financial Report

Amy Ellingson provided the report.

- The DA reviewed upcoming annexations.
- A water side employee has been hired. FCWSD continues to look for one more employee.
- Elk Grove is projected to come online around roughly Mid August/ September of 2026.
- The Stip Bond water status is at \$3,246,682 and sewer status is at \$818,185.
- The DA reviewed the September 2024 budget vs. actual for the shared, sewer, and water expenses. There were no questions from the board.

General Manager Topics

Phil George offered the report.

- The capacity status is at 963 EDUs with 450 in infill reserve.
- In a Meeting, the GM and Finance Subcommittee decided it best to delay some Capital Projects including Northstar Lift Station, Baxter Water Extension, the Elk Grove upgrade, and Zoot Well #1.

Board Member Topics

A Member requested an update on Gallatin Gateway administrating which will occur in January.

Closed Meeting- Montana Code 2-3-203(4)(a)

A closed Meeting occurred under Montana Code 2-3-203(4)(a).

Next Meeting Date: November 19, 2024

Adjourn

There being no further business before the Board, the Four Corners Water & Sewer District Meeting of October 15, 2024 adjourned at 7:53 p.m.



Libby Kueneke
Secretary