



Board Meeting Agenda for Tuesday, June 17, 2025 @ 6:30 pm

At The

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

Bozeman, MT, 59718

Regular Monthly Meeting

- 1) Call to Order
- 2) Approval of Draft Meeting Minutes: May 20, 2025
- 3) Public Comment: Non-Agenda Items- Time Limit on public comment 5 minutes

I. General Business

- 1) Ordinance 2025-04: 2nd reading TWG Bozeman, LLC
- 2) Ordinance 2025-05: 2nd reading Richard Ogle
- 3) Ordinance 2025-06: 1st reading Bobcat Auto Investments, LLC
- 4) Resolution 2025-04: 2024-2025 Budget Approval
- 5) Monthly Financial Report
- 6) O&M Report & General Manager Topics
- 7) Board Member Topics
- 8) No July Meeting

II. Next Meeting Date – Tuesday- August 19,2025

III. Adjourn Meeting

**FOUR CORNERS WATER AND SEWER DISTRICT MINUTES DRAFT
REGULAR MEETING, May 20, 2025**

Call to Order

President Nancy Flikkema called the regular meeting of the Four Corners Water and Sewer District (FCWSD) to order at 6:28 pm on May 20, 2025, 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, Member Justin Hart and Member Michele Piazza (by phone).

Staff/Public present: Phil George, General Manager (GM) from FCWSD; Amy Ellingson, District Administrator (DA) from FCWSD, Caleb Campbell, Trevor Campbell, Adam Schlegel and Libby Kueneker, Secretary

Approval of Minutes

April 15, 2025 Board Meeting

Motion: Member Jeff Sipes moved to approve the Minutes with the addition of "the additional water charge rate" at the start of the description for Resolution 2025-02. Member Brad Early seconded. No public comment occurred. The Minutes were approved 5-0.

Public Comment on Non-Agenda Items:

No public comment occurred.

GENERAL BUSINESS

Ordinance 2025-03 2nd Reading

Ordinance 2025-03: An Ordinance Accepting the Annexation Petition of John Rosa, Lot 48 for annexation into the Four Corners Water and Sewer District

The property is located in the Rainbow Subdivision of the Bozeman Hot Springs Tract. The petition is for 1 water and sewer EDU. Phil recommends approval.

Motion: Member Jeff Sipes moved to pass the 2nd reading of Ordinance 2025-03; member Justin Hart seconded. No public comment occurred. Motion passed 5-0.

Ordinance 2025-04 1st Reading

Ordinance 2025-04: An Ordinance Accepting the Annexation Petition of TWG Bozeman LLC for annexation into the Four Corners Water and Sewer District

The property is located East of Jackrabbit in the NW ¼ Section 25, T01 S, R04 E, in Gallatin Montana. The petition is for 5 EDUs. Phil recommends approval.

Motion: Member Jeff Sipes moved to pass the 1st reading of Ordinance 2025-04; member Justin Hart seconded. No public comment occurred. Motion passed 5-0.

Ordinance 2025-05 1st Reading

Ordinance 2025-05: An Ordinance Accepting the Annexation Petition of Richard J Ogle for annexation into the Four Corners Water and Sewer District

The property is located at the southeast corner of Valley Center and Jackrabbit. The petition is for 20 EDUs. Phil recommends approval.

Motion: Member Jeff Sipes moved to pass the 1st reading of Ordinance 2025-05; member Brad Early seconded. No public comment occurred. Motion passed 5-0.

Resolution 2025-03: A Resolution Changing the Bond Principal Payment

Resolution 2025-03 : A Resolution of the Four Corners County Water and Sewer to Change the Bond Principal Payment

This resolution would enable FCWSD to make a \$500,000 principal payment to the \$11.3 million bond. This decreases district members' property taxes. The District has suspended the reserves, so this month and succeeding months will be \$4 less, changing from \$91.75 to \$88.75. A notification will occur in the bills to inform the district's work and explaining how and why these changes are to the constituents' advantage.

Motion: Member Brad moved to approve Resolution 2025-03; Member Jeff seconded. No public comment occurred. The Motion passed 5-0.

Draft Budget 2025/2026

Phil George reviewed the draft of the 2025/2026 Budget.

- This Board will vote to finalize the Budget at the June Board Meeting.
- FCWSD will keep operating costs separate from capital costs.
- The DA requested the Board send feedback or questions by the June Meeting.

Monthly Financial Report

Amy Ellingson provided the report.

- The DA reviewed upcoming annexations.
- Regarding Contract 4 year billing, the GM asked the board if they should put a lien on a property. The Board requested totals, who hasn't paid, and who is on the list of actions.
- One employee move out of state, so FCWSD placed an employment ad without responses; the position's responsibilities will be distributed amongst current employees. A new employee has been hired to fill a separate need.
- The DA updated the Board on Gallatin Gateway's status. 31 of 55 manholes had been buried under paved roads.
- The Stip Bond water status is at \$2,564,744 and sewer status is at \$393,666.
- The DA reviewed the April 2025 budget vs. actual for the shared, sewer, and water expenses.
- A request was made by a Finance Committee Member for an update on accounts. The DA will share those with the Board this week.

General Manager Topics

Phil George offered the report.

- WRF SBR 5 start up is scheduled for this week.
- The Tertiary Filtration electrical installation of UV and filtration wiring is underway.
- All Odor Control Improvement equipment is installed. FCWSD needs to install a retrofit for the digester (1-4) air. The GM will contact Board Members to tour the space.

- 80% of the new water line for the Zoot Water Main Extension needs to jack and bore under Norris Road, scheduled for June.
- The Northstar Lift Station construction is scheduled through July.
- The augmentation bason upgrade is complete but requires cleanup.
- The Valley Center building enlargement is completed, and a scheduled installation of new equipment will be completed by September 2025.
- The Capacity Status is at 893.
- The GM is communicating with Belgrade to create an interlocal agreement stating the two will communicate and share information.

Board Member Topics

- SBR 5 is not redundant with any other SBR and will be the last SBR. The GM will show the Elk Grove Turn On plan in the fall.
- The GM updated the Board on remaining Elk Grove work, including work required to enclose the equipment in a simple, sturdy building to maintain safety and preserve equipment. The GM will show the Board drawings and prices at a future Meeting
- The DA will get an updated, coded list of members who require a 2nd or 3rd payment, for capacity.

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

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

Next Meeting Date: June 17th, 2025

Adjourn

There being no further business before the Board, the Four Corners Water & Sewer District meeting of May 20, 2025 adjourned at 7:15 p.m.

Libby Kueneker
Secretary

Ordinance 2025-04

ORDINANCE ANNEXING TWG BOZEMAN, LLC Property,
Tract 1 of Certificate of Survey No. 2805C. Gallatin County Montana INTO THE
FOUR CORNERS WATER & SEWER DISTRICT

WHEREAS, TWG BOZEMAN, LLC, with address of 1413 E. Hawthorne Rd, Spokane, WA 99218, as owner of the Property described herein, submitted a petition for annexation of a parcel of land described as Tract 1 of Certificate of Survey No. 2805C, located in NW ¼ Section 25, T01 S, R04 E, Gallatin County Montana hereinafter also referred to as "Property" requesting that the Property be annexed into the Four Corners County Water and Sewer District for both water and sewer service; and

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

WHEREAS, on April 15, 2025 at a duly noticed meeting of the Board of Directors, the Board considered the Petition to annex the Property as contiguous property and determined that the systems will have sufficient future capacity to provide service to the Property.

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

WHEREAS, TWG BOZEMAN, LLC will provide evidence of purchased of water rights to serve the Property need to be provided for 5 EDU (800 gpd total) average daily flow of 160 gallons per day per EDU and have agreed to pay the water and wastewater fee per EDU to the District.

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 Properties, described above, into the District after transfer of water rights and receiving payment of fees water and sewer service for 5 EDUs (800 gpd total) average daily flow of 160 gallons per day per EDU.

The District shall not provide water for irrigation.

Landowners/petitioners acknowledge prior to the second reading that should additional structures which utilize water or sewer on the Property be added, the District makes no representation that the District will have sufficient water or sewer capacity to service future structures or more uses.

ADOPTED by the Board of Directors of the Four Corners County Water and Sewer District after first reading on May 20, ²⁰²⁵~~2024~~ with a vote of 5 in favor and 0 against and second reading on _____, 2025 with a vote of _____ in favor and _____ against.

This Ordinance shall be in effect 30 days after the date of the second reading.

1st Read and approved: Four Corner's County Water and Sewer District

Dated: 5/20/25, 2024⁵

Nancy A. Filibona
Its: President

Attested: [Signature]
Secretary

2nd Read and approved: Four Corner's County Water and Sewer District

Dated: _____, 2024⁵

Its: _____

Attested: _____
Secretary

Ordinance 2025-05

ORDINANCE ANNEXING RICHARD J. OGLE Tract 3A of Certificate of
Survey No. 2677A., GALLATIN COUNTY MONTANA INTO THE
FOUR CORNERS WATER & SEWER DISTRICT

WHEREAS, RICHARD J. OGLE with address of PO Box 1109, Bozeman, MT 59771, as owner of the Property described herein, submitted a petition for annexation of a parcel of land described as Tract 3A of Certificate of Survey No. 2677A, located in Section 23, T01 S, R04 E, Gallatin County Montana hereinafter also referred to as "Property" requesting that the Property be annexed into the Four Corners County Water and Sewer District for water and sewer services; and

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

WHEREAS, on April 15, 2025 at a duly noticed meeting of the Board of Directors, the Board considered the Petition to annex the Property as contiguous property and determined that the systems will have sufficient future capacity to provide service to the Property.

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

WHEREAS, RICHARD J. OGLE will provide evidence of purchased water rights to serve the Property need to be provided for 20 EDU (3,200 gpd total) average daily flow of 160 gallons per day per EDU and have agreed to pay the water and wastewater fee per EDU to the District.

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, described above, into the District after transfer of water rights and payment of fees water and sewer service for 20 EDUs (3,200 gpd total) average daily flow of 160 gallons per day per EDU.

The District shall not provide water for irrigation.

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

ADOPTED by the Board of Directors of the Four Corners County Water and Sewer District after first reading on may 20, 2025 with a vote of 5 in favor and 0 against and second reading on _____, 2025 with a vote of _____ in favor and _____ against.

This Ordinance shall be in effect 30 days after the date of the second reading.

1st Read and approved: Four Corner's County Water and Sewer District

Dated: 5/20, 2024 5/20

Nancy A. Flickema
Its: Nancy A. Flickema

Attested: [Signature]
Secretary

2nd Read and approved: Four Corner's County Water and Sewer District

Dated: _____, 2024 5/20

Its: _____

Attested: _____
Secretary

Ordinance 2025-06

ORDINANCE ANNEXING BOBCAT AUTO INVESTMENTS LLC, 8450
HUFFINE LANE, BOZEMAN, MT 59718., GALLATIN COUNTY
MONTANA INTO THE FOUR CORNERS WATER & SEWER DISTRICT

WHEREAS, BOBCAT AUTO INVESTMENTS LLC with address of 8450 Huffine Lane, Bozeman, MT 59718, as owner of the Property described herein, submitted a petition for annexation of a parcel of land described as Lot 1, Block 1 of Kennedy Subdivision, located in Section 23, T01 S, R04 E, Gallatin County Montana hereinafter also referred to as "Property" requesting that the Property be annexed into the Four Corners County Water and Sewer District for water and sewer services; and

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

WHEREAS, on May 20, 2025, at a duly noticed meeting of the Board of Directors, the Board considered the Petition to annex the Property as contiguous property and determined that the systems will have sufficient future capacity to provide service to the Property.

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

WHEREAS, BOBCAT AUTO INVESTMENTS LLC will provide evidence of purchased water rights to serve the Property need to be provided for 4 EDU (640 gpd total) average daily flow of 160 gallons per day per EDU and have agreed to pay the water and wastewater fee per EDU to the District.

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, described above, into the District after transfer of water rights and payment of fees water and sewer service for 4 EDUs (640 gpd total) average daily flow of 160 gallons per day per EDU.

The District shall not provide water for irrigation.

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

ADOPTED by the Board of Directors of the Four Corners County Water and Sewer District after first reading on _____, 2025 with a vote of ____ in favor and ____ against and second reading on _____, 2025 with a vote of ____ in favor and ____ against.

This Ordinance shall be in effect 30 days after the date of the second reading.

1st Read and approved: Four Corner’s County Water and Sewer District

Dated: _____, 2025

Its: _____

Attested: _____

Secretary

2nd Read and approved: Four Corner’s County Water and Sewer District

Dated: _____, 2025

Its: _____

Attested: _____

Secretary

RESOLUTION 2025-04

A Resolution of the Four Corner County Water and Sewer District to Approve 2024-2025 Budget.

RECITALS

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

WHEREAS, the District was presented a Draft Budget on May 20, 2025;

WHEREAS, with no changes to the Draft Budget, the board moves to approve the 2024-2025 Budget as is attached;

NOW THEREFORE, the Four Corners County Water and Sewer Approves the 2024-2025 Budget.

Dated this ___ day of June 2025.

Nancy Flikkema, President

ATTESTED:

Libby Kueneke , Secretary



	Approved		
	Budget 24-25	Projected Actual	Proposed 25-26**
- Water Income	2200	2215	2205
- Sewer Income	2300	2310	2235
Water			
- Op Expenses	406	303	405
- Rev Bond	168	168	168
- Shared Expenses	934	851	907
- Capital Equip Replacement	-	-	200
Total	1507	1322	1680
Sewer			
- Op Expenses	637	634	702
- Rev Bond	312	312	312
- Short Term Asst Rev	34	34	34
- Shared Expenses	935	851	907
- Capital Equip Replacement	-	-	250
Total	1918	1831	2205

** without reserve charge: \$1.00 water/\$3.00 sewer



General Admin Expenses

	Approved Budget 24-25	Projected Actual	Proposed 25-26
- Board	4	3	4
- Personal Expenses	1425	1330	1400
- Office Admin	95	110	110
- Vehicle Expenses	45	37	40
- Professional Services	150	126	140
- Other Expenses	150	96	120
Total	1869	1702	1814



Approved
Budget 24-25 Projected Actual Proposed 25-26

Water

- Income	2200	2215	2205
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Expenses

- Operating	200	117	200
- Repairs/Maintenance	180	161	180
- Professional Services	25	25	25

Sub Total	405	303	405
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- Rev Bond	168	168	168
- Shared Expenses	934	851	907
- Capital Equip Replacement -		-	200

Total	1507	1322	1680
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Approved
Budget 24-25 Projected Actual Proposed 25-26

Sewer

- Income	2300	2310	2235
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Expenses

- Operating	425	320	350
- Repairs/Maintenance	200	305	340
- Professional Services	12	9	12

Sub Total	637	634	702
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- Short Term Assets Rev	34	34	34
- Rev Bond	312	312	312
- Shared Expenses	935	851	907
- Capital Equip Replacement -		-	250

Total	1918	1831	2205
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June 2025

General Administration Actives and Issues:

- **Upcoming Annexations**
- **Contract 4 year billing**
- **Audit**

Current Stip

Bond \$ 1,958,645 (275K is bond reserve)

Water \$ 2,223,576

Sewer \$139,610



Month End YTD Budget vs. Actual

May 2025

Shared Expenses

	<u>May 2025</u>	<u>Budget</u>
Income/Expense		
Expense		
500-Shared General Admin Expenses		
510- Board Members	2,371	3,663
520- Personnel Expenses	1,171,226	1,306,250
530- Office Expenses	95,613	87,087
540- Vehicle Expenses	39,712	41,250
550- Professional Services (Shared)	105,173	137,500
560- Other Expenses (Shared)	63,319	137,500
Total	1,477,414	1,713,250



Month End YTD Budget vs. Actual

May 2025

Water

	<u>May 2025</u>	<u>Budget</u>
Income/Expense		
Income		
400- Operating Revenues		
410- Water Revenues	1,994,193	2,016,663
450- H2O Meter	24,400	
Expense		
600- Water O&M Expenses		
*610- System Operating Exp (Water)	100,113	183,337
620- Repairs/ Maintenance Expenses	127,253	165,000
630- Professional Services (Water)	13,428	22,913
Total 600- Water O&M Expenses	240,794	371,250
Half of Shared Expenses	738,707	856,625
Series B Loan	133,936	133,936
Total Expenses	1,113,437	1,361,811

- *610- \$9,772 is H2O Meter Cost



Month End YTD Budget vs. Actual

May 2025

Sewer

	<u>May 2025</u>	<u>Budget</u>
Income/Expense		
Income		
400- Operating Revenues		
420- Sewer Revenues	2,132,100	2,108,337
Expense		
700- Sewer O&M Expenses		
710- System Operating Exp (Sewer)	294,506	389,587
720- Repairs/ Maintenance Expenses	337,011	183,337
730- Professional Services (Sewer)	7,444	11,000
Total 700- Sewer O&M Expenses	638,961	583,924
Half of Shared Expenses	738,707	856,625
Series B Loan	248,721	248,721
Total Expenses	1,626,389	1,689,270

Client	Date signed	#lots	\$80/ lot start month	Lots Currently Built/or new owners
A	Mar-21	128	Apr-25	0
B	Mar-21	148	Apr-25	13
C	Apr-21	150	May-25	31
D	May-21	14	Jun-25	0
E	May-21	96	Jun-25	11
F	May-21	215	Jun-25	0
G	Jun-21	6	Jun-25	0
H	Aug-21	100	Sep-26	0
I	Aug-21	100	Sep-27	0
J	Sep-21	50	Oct-25	0
K	Sep-21	144	Oct-25	0
L	Sep-21	10	Oct-25	0
M	Oct-21	30	Oct-25	0
N	Sep-21	104	Oct-25	0
O	Sep-21	36	Oct-25	0
P	Nov-21	2	Oct-25	0
Q	Feb-22	25	Mar-26	0



Operation & Maintenance Report. June 2025

- WRF SBR 5- Start up scheduled: Complete
- The Tertiary Filtration electrical installation of UV & filtration underway. Startup July.
- All the Odor Control Improvement equipment is installed, startup July. Need to install retrofit for digester (1-4) air.
- 80% of the new water line for the Zoot Watermain Extension needs to jack and bore under Norris Road, scheduled June.
- The Northstar Lift Station construction is scheduled through July.
- Augmentation upgrade complete.
- Valley Center building enlargement completed, schedule installation of new equipment to be completed by Sept 2025.
- Zoot Wells

General Manager Topics: June 2025

- Capacity Status- 888