

FOUR CORNERS WATER AND SEWER DISTRICT MINUTES SPECIAL MEETING November 23, 2015

1. Call to Order

Vice President Heather West called a special November 23 meeting of the Four Corners Water and Sewer District to order at 6:35 pm on Monday November 23, 2015, in the library room of Monforton School at 6001 Monforton School Road, Bozeman, Montana.

Board Members present: Vice President Heather West, Member Nancy Flikkema, Member Terry Malloy and Member Valerie Gravage.

Public: Marty Gagnon representing MMI, Susan Swimley, Attorney and acting General Manager, Deborah McAtee of Magpie Consulting, Cass Malloy, Kevin Kundert, Cliff Wrobetz, Betty Freemont and Gail Freemont. On behalf of Utility Solutions and Double Tree: Barb Campbell, Trevor Campbell, and Amy Ellingson

2. Public Participation on Non-Agenda Items: None

3. Receipt of, consideration and determination of protests and objection to final adoption of the resolutions to Levy Special Assessments on benefited lots or parcels in the District in the estimated aggregate principal amount of \$16,000,000 to pay for a portion of the costs of the acquisition of the water and sewer system and revenue bonds in the amount of \$7,000,000 for such acquisition.

No written protests were received prior to the meeting. No member of the public submitted an oral protest after the Vice President called for public participation and presentation of protests.

4. Adoption of Resolutions to determine protest and levy of the special assessments.

Member Gravage moved approval of Resolution 2015-12, *Resolution of the Four Corners County Water and Sewer District Determining Protests and Benefited Properties and Authorizing Special Assessments to be Levied to Pay for a Portion of the Acquisition and Financing of a Water System For the District.* Vice President West seconded the Motion. Public comment was called for and no public comment was presented. Motion passed unanimously.

Member Gravage moved approval of Resolution 2015-13, *Resolution of the Four Corners County Water and Sewer District Determining Protests and Benefited Properties and Authorizing Special Assessments to be Levied to Pay for a Portion of the Acquisition and Financing of a Wastewater System For the District.* Member Flikkema seconded the Motion. Public comment was called for and no public comment was presented. Motion passed unanimously.

5. Resolutions for RD and DNRC bond sales

Member Gravage moved approval of Resolution 2015-14, *Resolution Relating to the Acquisition of a Water System by the Four Corners County Water and Sewer District From Utility Solutions, LLC, and Authorizing and Directing the Issuance and Sale of a Water Special Assessment Bond to Finance and Pay For a Portion of the Costs of the Foregoing, Providing for Terms of the Bond and Creating Special Funds and Accounts and Pledging Special Assessments as Security and*

Payment for such Bond and Levy of Special Assessments. Member Malloy seconded the Motion. Public comment was called for and no public comment was presented. Motion passed unanimously.

Member Flikkema moved approval of Resolution 2015-15, *Resolution of the Four Corners County Water and Sewer District, Gallatin County, Montana, Relating to the Financing of a Portion of the Costs of the Acquisition of a Wastewater System through the Issuance of the District's \$9,300,000 Special Assessment Bond (DNRC Water Pollution Control State Revolving Fund Loan Program) series 20156; Creating a Special Fund and Accounts for the Administration of Money Derived Therefrom and Authorizing the Issuance and Sale and Defining the terms and the Manner of Payment of such Bond and the Levy of Special Assessments.* Member Gravage seconded the Motion. Public comment was called for and no public comment was presented. Motion passed unanimously.

6. Discussion and possible adoption of job descriptions and policy manual

- 1. **operator** - Discussed deferred.
- 2. **admin asst** – The Board discussed the job description and specific tasks and determined to modify the name to District Administrator. The concern of the Board was to ensure the proper separation of financial duties. Member Flikkema moved approval of the District Administrator job description. Motion seconded by Member Gravage.

7. Discussion of Transition Plan and possible decision.

The March and November Transition Plans were presented to the Board. The Board discussed with Barb Campbell of US the provisions of the November Transition Plan. US agreed to modify the terms of the November Transition Plan with regard to payment of newly executed capacity contracts and the timing of the agreement and transition. The parties agreed to the modified terms and directed the attorneys to finalize the agreement. Vice President West moved to accept the Transition Plan with the modification of the capacity agreements. Member Gravage seconded the Motion. Motion passed unanimously.

Vendor applications are completed except two. Amy will move the Four Corners business office during the week of December 14, 2015.

Terry reported on the computer systems and components.

8. Insurance

Vice President West would prefer to work with Payne West as they have been prompt in responding to questions and concerns.

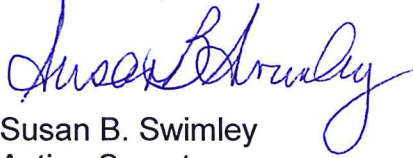
9. Business update

In order to ensure that all of the decisions for the closing are timely made the Board set the following meeting schedule: December 1 at 6:30 p; December 8 at 6:30 p; and December 15 at 6:30 p.

5. Adjourn

There being no further business before the Board, the Four Corners Water/Sewer District meeting of November 23, 2015 at 8:28 p.m.

Respectfully Submitted,



Susan B. Swimley
Acting Secretary