

**FOUR CORNERS WATER AND SEWER DISTRICT MINUTES
REGULAR MEETING, October 19, 2021**

Call to Order

Vice President Nancy Flikkema called the regular meeting of the Four Corners Water and Sewer District (FCWSD) to order at 6:30 pm on Tuesday, October 19, 2021, at the office of the Four Corners Water & Sewer District at 495 Quail Run Road, Bozeman, Montana.

Board Members present: Vice President Nancy Flikkema, Member Bob Thelen, member Brad Early, and member Michele Piazza

Staff/Public present: Phil George and Amy Ellingson from FCWSD; Susan Swimley, attorney; and Libby Kueneke, Secretary

Approval of Minutes

September 21, 2021 Board Meeting

A misspelled name and a correction on who moved the second ordinance's approval require editing.

Motion: Member Michele Piazza moved to approve the minutes with the requested edits. Member Bob Thelen seconded. No public comment. The minutes were approved 3-0.

Public Comment on Non-Agenda Items:

No public comment.

GENERAL BUSINESS

Ordinance 2021-10: Bill & Tidd- 2nd Reading

Ordinance 2021-10: An Ordinance Accepting the Annexation Petition of Bill & Tidd's Excellent, LLC for annexation into the Four Corners Water and Sewer District

The petition is for 10 EDUs. Phil recommends approval.

Motion: Member Bob Thelen moved to pass the 2nd reading of Ordinance 2021-10; member Brad Early seconded. No public comment. Motion passed 4-0.

Ordinance 2021-12: WTGC, LLC- 2nd Reading

Ordinance 2021-12: An Ordinance Accepting the Annexation Petition of WTGC, LLC for annexation into the Four Corners Water and Sewer District

The property is located north of Valley Center Road and east of Jackrabbit Lane. The petition is for 50 EDUs. Phil recommends approval.

Motion: Member Michele Piazza moved to pass the 2nd reading of Ordinance 2021-12; member Brad Early seconded. No public comment. Motion passed 4-0.

Ordinance 2021-13: Long- 1st Reading

Ordinance 2021-13: An Ordinance Accepting the Annexation Petition of Long for annexation into the Four Corners Water and Sewer District

The property is located west of Monforton Road and east of Jackrabbit. The petition is for 1 EDU. This is a single lot for residential use requesting sewer service only. Phil recommends approval.

Motion: Member Bob Thelen moved to pass the 1st reading of Ordinance 2021-13; member Michele Piazza seconded. No public comment. Motion passed 4-0.

Resolution 2021-11: Temporary Employee Housing Benefit

Resolution 2021-11: A Resolution of the Four Corners County Water and Sewer to adopt a temporary employee housing benefit.

This taxable benefit of \$250/employee effective 01/01/22 offsets employees' high living costs and treats employees equally regardless of salary. The amount will be reviewed, set, and approved annually by the board president and GM. It will be a calendar year benefit, not a fiscal year benefit.

The effective date is moved to 11/01/21. It will be reviewed in January for succeeding years.

Motion: Member Brad Early moved to approve Resolution 2021-11; member Michele Piazza seconded. No public comment. Motion passed 4-0.

Resolution 2021-12: Sole Source Procurement for Elk Grove WWTP

Resolution 2021-12: A Resolution of the Four Corners County Water and Sewer to implement a sole source procurement for Elk Grove WWTP.

The Elk Grove WWTP needs to be sole sourced to better and longer lasting rotor technology selected by an engineer. It includes a direct injection of air when needed and a mixer with 4 units- 2 per ditch.

Motion: Member Bob Thelen moved to approve Resolution 2021-12; member Michele Piazza seconded. No public comment. Motion passed 4-0.

Resolution 2021-13: Land Purchase

Resolution 2021-13: A Resolution of the Four Corners County Water and Sewer to purchase land.

The property is located between Durston and Baxter on Love Lane. Engineering, the finance committee, and member Michele Piazza toured the property. Its high point is one of the highest in the district. District engineer Marty Gagon recommends this purchase. The GM recommends the purchase subject to resolved title issues and clear marking of boundaries.

Michele Piazza will be added to the property subcommittee that converts excess property to funds.

Motion: Member Brad Early moved to approve Resolution 2021-13; member Michele Piazza seconded. No public comment. Motion passed 4-0.

Capital Project Status

Phil George provided the report.

- SBR 2 is in operation. Adding a bio filter, mixer, and deionizer to the IPS
- SBR 3 & 4 have been submitted to DEQ
- RI Basins 6 & 7 received DEQ approval
- Elk Grove Booster waiting DEQ approval. Need to add concrete and make pipe changes.

- Elk Grove WWTP had rotors, residual debris, and the old screen removed; a new screen ordered; and is awaiting DEQ approval on the improved mixer. Installation on a new liner has started. Work quality and concrete in the basin look strong.
- Reached agreement with MET on SCADA. Installation will begin 12/2021.

Bond Results

Phil George provided the report.

Actual savings in the Bond Sale Results is \$531,000 which is a \$400,000 reduction from the projection.

Monthly Operations and Maintenance Report

Phil George offered the report.

- The second IPS Odor Control Structure will be set the week of 10/28/2021.
- The WRF crew ran a pilot test on a new odor control additive in the Influent Pump Station. It reduced odor over 50% and dropped phosphate levels. Long term use planning is underway. Application of the product should begin in 2 weeks.
- A claim is being made and repairs are underway on WRF experiencing warranty repair issues.

Monthly Financial Report

Amy Ellingson provided the report.

- The audit is underway. Field Day occurs 10/21/21
- No December meeting due to holidays. The November meeting may have an audit presentation.
- Capacity Rate Increases went into effect 10/1/21
- Reviewing employee policy with attorney. Will be submitted to board president for approval.
- STIP and bond reserve reduced to \$270,000. Reserves increased to \$2,896,428 for water and \$6,536,178 for sewer.
- Under budget on shared expenses
- Over budget on water revenues. Out of peak irrigation months
- Overall under budget to plan

General Manager Topics

Phil George offered the report.

- The total discharge capacity approved of 1.5 mg/d exceeds the planned Treatment Capacity of 1.2 mg/d
- After SRB 3 & 4 FCWSD will hit capacity with safe margins
- Adding an equalization tank eliminates peaks in water usage and allows water to be processed and fed back in at low usage hours to increase the efficiency of the plant
- Variable water rates haven't been raised in 3 years. Raising them 3-4% effective 04/22 at more regular intervals offsets inflation. An annual review of variable water rates was requested.
- 3 board members are approaching the end of their term.

Board Member Topics

Elk Grove maintenance clarification was requested. Pump 3 is operating. The pump house and tanks' corrosion control schedule occurred in 2020: anodes were installed in internal tank parts. This will reoccur in 2023. A new meter with a bypass will be installed at the input to the tank.

Public Comment:

No public comment.

Next Meeting Date: Tuesday, November 16, 2021

Adjourn

There being no further business before the Board, the Four Corners Water & Sewer District meeting of October 19, 2021 adjourned at 7:34 p.m.

A handwritten signature in black ink that reads "Libby Kueneke". The signature is written in a cursive, flowing style.

Libby Kueneke, Secretary