

**FOUR CORNERS WATER AND SEWER DISTRICT MINUTES REVISED
REGULAR MEETING, February 15, 2022**

Call to Order

President Cory Klumb called the regular meeting of the Four Corners Water and Sewer District (FCWSD) to order at 6:30 pm on Tuesday, February 15, 2022, at the office of the Four Corners Water & Sewer District at 495 Quail Run Road, Bozeman, Montana.

Board Members present: President Cory Klumb, member Bob Thelen, member Brad Early, member Nancy Flikkema

Staff/Public present: Phil George, General Manager (GM) of FCWSD; Amy Ellingson, District Administrator (DA) of FCWSD; Jonathan Claunch; and Libby Kueneke, Secretary

Approval of Minutes

January 18, 2021 Board Meeting

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

Public Comment on Non-Agenda Items:

None

GENERAL BUSINESS

Ordinance 2022-01 2nd Reading

Ordinance 2022-01: An Ordinance Accepting the Annexation Petition of Gary & Harmina Dykstra for annexation into the Four Corners Water and Sewer District

The property is located on Jackrabbit near the blue silos. The petition is for 25 EDUs. The property is 20 acres. The GM recommends approval.

Motion: Member Nancy Flikkema moved to pass the 2nd reading of Ordinance 2022-01; member Bob Thelen seconded. No public comment. Motion passed 4-0.

Resolution 2022-01: Rate Increase

Resolution 2022-01: A Resolution of the Four Corners County Water and Sewer District to Increase Water and Sewer Rates

This resolution increases the base rate of water and sewer by 3%. The sewer variable rate will not increase. The water variable rate will increase by 4%. Rates haven't been raised for 42 months though parts and labor costs have increased with inflation. This raise will help encourage conservation. FCWSD will review rates more frequently moving forward. This raise comes into effect 04/22.

Motion: Member Nancy Flikkema moved to approve Resolution 2022-01; Member Brad Early seconded. No public comment. Motion passed 4-0.

Resolution 2022-02: Cost of Living Increase

Resolution 2022-02: A Resolution of the Four Corners County Water and Sewer District to set 2022 Cost of Living Increase.

Since the 7.1% cost of living increase in 2022 exceeded the 3% threshold, the GM is required to bring this increase to the board. The GM recommends raising it 5% due to the accompanying housing allowance. This benefit is taxed, temporary and renewed by the president of the board annually.

Motion: Member Bob Thelen moved to approve Resolution 2022-02; Member Nancy Flikkema seconded. No public comment. Motion passed 4-0.

Monthly Operations and Maintenance Report

Phil George offered the report.

- The WRF IPS Odor Control Upgrade Phase 1 is nearing completion and should be operational by 3/1/22.
- Evaluating the Odor Control Additive in Valley Center using odor logging equipment to determine proper dosage.
- Planning and procuring materials and contractors for multiple projects. Awaiting MDEQ approval to begin construction of Phase 2 Digesters.
- Evaluating WRF IPS Lift Station pumps for modifications to reduce maintenance and clogging.

Monthly Financial Report

Amy Ellingson offered the report.

- Met with Primerica for an employee financial review. May begin meeting more frequently.
- Renewed employee insurance policies. Many kept the same policy.
- No March meeting will occur.
- The Stip Bond water status is at \$3,398,714 and sewer status is at \$8,118,333.
- The DA reviewed the January budget vs. actual for the shared, sewer, and water expenses.
- A discussion will be forthcoming at a future board meeting on when and under what conditions to restart Elk Grove's system.
- A notice of rate increase will be sent to all residents in the 2/22 or 3/22 mailers directing residents to the website for more information.
- A campaign or a discount incentivizing residents to move from printed to electronic bills could save the district money and labor. The GM and DA will report ideas at the next board meeting.

General Manager Topics

Phil George offered the report.

- DEQ processes continue to lag. DEQ approved the Elk Grove Booster and the Elk Grove WWTP.
- Odor complaints continue at the WRF. Inversion layers tend to create odor issues. FCWD's goal is to fix all odor issues.
- Developing a Spares and Maintenance Strategy with a goal of no more than 1 day of downtime for any site. This goal will booster spares and keep good maintenance practice.
- Hired appraiser for 7 Rainbow lots. Hired surveyor has staked 90% of the property. FCWSD won't have to go to an auction if an offer for the appraised value is received. The property committee will meet to discuss if advertising should occur.
- Board Member Michelle Piazza resigned and suggested Jonathan Claunch from Elk Grove.

- The finance subcommittee shared a draft of their Financial Strategy for the board's input. Their goal is for FCWSD to accrue no further debt and continue having all operations paid through monthly billing. Excess Funds should be allocated to operational reserves, infrastructure replacement reserves, and bond debt reduction. In the future, capital will need to be generated from avenues other than selling EDUs.

Board Member Topics

A copy of the meeting notes was requested. The DA will share them.

Public Comment:

None

Next Meeting Date: Tuesday, April 19, 2022

Adjourn

There being no further business before the Board, the Four Corners Water & Sewer District meeting of February 15, 2022 adjourned at 7:22 p.m.



Libby Kueneke, Secretary