

**FOUR CORNERS WATER AND SEWER DISTRICT MINUTES
REGULAR MEETING, March 21, 2023**

Call to Order

President Nancy Flikkema called the regular meeting of the Four Corners Water and Sewer District (FCWSD) to order at 6:29 pm on Tuesday, March 21, 2023, at the office of the Four Corners Water & Sewer District at 495 Quail Run Road, Bozeman, Montana.

Board Members present: President Nancy Flikkema, Vice President Bob Thelen, member Brad Early, and member Jonathan Claunch

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

Approval of Minutes

February 21, 2023 Board Meeting

Motion: Member Jonathan Claunch moved to approve the minutes as written. Member Brad Early seconded. No public comment. The minutes were approved 3-0.

Public Comment on Non-Agenda Items:

No public comment occurred.

GENERAL BUSINESS

Ordinance 2023-02 NW Properties LLC: Second Reading

Ordinance 2023-02: An Ordinance Accepting the Annexation Petition of NW Properties, LLC for annexation into the Four Corners Water and Sewer District

The property is located by the blue silos on Jackrabbit Lane. The petition is for 1 EDU. Phil recommends approval.

Motion: Member Jonathan Claunch moved to pass the 2nd reading of Ordinance 2023-02; member Brad Early seconded. No public comment. Motion passed 4-0.

Monthly Operations and Maintenance Report

Phil George offered the report.

- The WRF Expansion is in a winter shutdown. The cast in place concrete valve is complete.
- The WRF Digester expansion is slated to be online by the end of this month.
- Iron work design continues for the Elk Grove WWTP. Iron rework will begin next week.
- The digester valve enclosure is complete.
- Northstar lift station experienced a pump failure that has been replaced. A replacement spare has been ordered.

Monthly Financial Report

Amy Ellingson provided the report.

- The DA reviewed potential upcoming annexations.
- FCWSD upgraded dental insurance utilizing an opportunity due to an increase in employees. Premiums went up slightly.

- No April Board Meeting will occur. The next meeting will be May 16th, 2023.
- Excess funds have been moved from a local bank to Stip.
- The Stip Bond water status is at \$3,919,139 and sewer status is at \$1,132,806
- The DA reviewed the February budget vs. actual for the shared, sewer, and water expenses.

General Manager Topics

Phil George offered the report.

- Elk Grove Wastewater Treatment Life Extension work is scheduled to be complete by the end of 2023.
- SCADA work is ongoing.
- Northstar Lift Station Capacity is scheduled to be submitted to DEQ in March.
- The Effluent Filtration project is in the process of DEQ review.
- The WRF winter construction hold continues.
- FCWSD continues to review customer accounts for contract compliance. The GM reached out to non-compliant accounts with usage policy information and new contract options to remedy non-compliance. 2016 prices were offered as many non-compliant accounts date back to 2016. If offers aren't accepted, a 2023-rate bill or a monthly cut off of services when contracted water has been used will occur as per contract.
- The Board requested an update on the status of recovered funds without any account names mentioned at the June Board Meeting.
- FCWSD received the AARP Grant.
- FCWSD is entering its final construction phase for the district with a capacity of approximately 2,000 EDUs remaining. After the final construction phase is complete and the 2,000 EDUs are contracted, no more EDUs will be available. FCWSD will post the remaining EDU amount on the website with ongoing updates.
- FCWSD is updating its policy on rentals. All commercial and residential rentals must either stay in the owner's name, paid for by the owner, or be transferred to a management company's name, paid for by the management company. Questions can be directed to the FCWSD office.
- The GM reviewed Webster's plans to correct odor control issues. Questions can be directed to the FCWSD office. The GM plans to serve as general contractor to save costs. The Board requested FCWSD have Webster conduct a follow up study and report findings once updates are complete.

Board Member Topics

A question was raised about potential funds from the EPA webinar on standards for treating PFA water. The GM will look into if funds will be available for post treatments or for monitoring.

Public Comment:

No public comments occurred.

Next Meeting Date: Tuesday, May 16, 2023

Adjourn

There being no further business before the Board, the Four Corners Water & Sewer District meeting of March 21, 2023 adjourned at 7:24 p.m.



Libby Kueneke, Secretary