

**FOUR CORNERS WATER AND SEWER DISTRICT MINUTES  
REGULAR MEETING, June 20, 2023**

**Call to Order**

Member Brad Early called the regular meeting of the Four Corners Water and Sewer District (FCWSD) to order at 6:32 pm on Tuesday, June 20, 2023, 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 and member Jeff Sipes

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

**Approval of Minutes**

May 16, 2023 Board Meeting

**Motion:** Member Jeff Sipes 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 was made.

**GENERAL BUSINESS**

**Ordinance 2023-03 2nd Reading**

Ordinance 2023-03: An Ordinance Accepting the Annexation Petition of John Salcedo, 81481 Gallatin Road, Bozeman MT 59718 for annexation into the Four Corners Water and Sewer District

The property is located in Rainbow Subdivision. The petition is for 1 sewer EDU. Phil recommends approval.

**Motion:** Member Brad Early moved to pass the 2nd reading of Ordinance 2023-03; member Jeff Sipes seconded. No public comment. Motion passed 3-0.

**Ordinance 2023-04 1st Reading**

Ordinance 2023-04: An Ordinance Accepting the Annexation Petition of Oak Capital Lands in Parcels I, II, III, and V of COS3112 in Section 24, Township 2 South, Range 4 East for annexation into the Four Corners Water and Sewer District

The property is located adjacent to Elk Grove. The petition is for 120 EDUs. They have begun arrangements to put in a needed pipeline and easement. Phil recommends approval.

**Motion:** Member Jeff Sipes moved to pass the 1st reading of Ordinance 2023-04; member Brad Early seconded. No public comment. Motion passed 3-0.

**Ordinance 2023-05 1st Reading**

Ordinance 2023-05: An Ordinance Accepting the Annexation Petition of Wade Darr, Lots 131 & 132 of Rainbow Subdivision for annexation into the Four Corners Water and Sewer District

The property is located in the Rainbow Subdivision. The petition is for 3 water and sewer EDUs. Phil recommends approval.

**Motion:** Member Jeff Sipes moved to pass the 1st reading of Ordinance 2023-05; member Brad Early seconded. No public comment. Motion passed 3-0.

### **Ordinance 2023-06 1st Reading**

Ordinance 2023-06: An Ordinance Accepting the Annexation Petition of Nolheimer Condominiums for annexation into the Four Corners Water and Sewer District

The property is located in the Kennedy Subdivision. The petition is for 2 water and sewer EDUs to hook up to 2 buildings. Phil recommends approval.

**Motion:** Member Jeff Sipes moved to pass the 1st reading of Ordinance 2023-06; member Brad Early seconded. No public comment. Motion passed 3-0.

### **Ordinance 2023-07 1st Reading**

Ordinance 2023-07: An Ordinance Accepting the Annexation Petition of Michael Shepherd Tract 486 of Rainbow Subdivision to Bozeman Hot Springs Tract for annexation into the Four Corners Water and Sewer District

The property is located in Rainbow Subdivision. The petition is for 8 sewer EDUs. Phil recommends approval.

**Motion:** Member Brad Early moved to pass the 1st reading of Ordinance 2023-07; member Jeff Sipes seconded. No public comment. Motion passed 3-0.

### **Monthly Operations and Maintenance Report**

Phil George offered the report.

- FCWSD continues building the foundation pier and frost wall at the WRF Expansion. Lining of the SBR walls is in progress but is experiencing weather delays.
- EGWWTP upgrade work continues. Additional steel work was required for blower mounts. Painting, final assembly of equipment and electrical installation will be scheduled next.
- Phase 2 of Outfall 003 is complete.
- WRF odor control improvements are expected to begin soon upon arrival of additional materials and equipment this month.

### **Monthly Financial Report**

Amy Ellingson provided the report.

- The DA reviewed upcoming annexations. FCWSD continues to reach out to parties with more property than EDUs to maintain open communication of remaining EDUs and deadlines.
- The GM contacted Gallatin County Health & Gallatin County Planning about remaining capacity without a response. He will follow up with a courtesy papertrail-style communication.
- FCWSD is searching to fill a current job opening.
- The Stip Bond water status is at \$4,025,237 and sewer status is at \$2,122,706
- The DA reviewed the May budget vs. actual for the shared, sewer, and water expenses. The year end of the budget will occur in June and FCWSD will remain under budget in all categories with the exception of a surplus in revenues.
- There was a request for the finance committee to receive footnotes on extra money moved to Stip to prepare for any needed questions.

**Resolution 2023- 04: 2023-2024 Budget**

Resolution 2023- 04: A Resolution of the Four Corners County Water and Sewer to approve the 2023-2024 Budget.

This resolution approves the 2023-2024 budget. The GM reviewed updates in the revised 2023-2024 budget. The board requested no changes.

**Motion:** Member Brad Early moved to approve Resolution 2023- 04; Member Jeff Sipes seconded. No public comment. Motion passed 3-0.

**General Manager Topics**

Phil George offered the report.

- SCADA work is ongoing.
- The GM met with engineering about the Northstar Lift Station Capacity. He hopes to get the work to contractors in late Fall.
- The Effluent Filtration remains in DEQ review.
- FCWSD continues to review customer accounts for contract compliance and reach out to noncompliant clients to seek remediation. FCWSD has entered remediation with some clients and continues to communicate with others.
- No July Board meeting will occur.
- The FCWSD continues to pursue a new board member. For strong representation across the district, FCWSD is targeting a business person or a Northstar resident.

**Board Member Topics**

No board member topics were discussed.

**Public Comment:**

No public comment was made.

**Next Meeting Date:** Tuesday, August 15, 2023

**Adjourn**

There being no further business before the Board, the Four Corners Water & Sewer District meeting of June 20, 2023 adjourned at 7:14 p.m.



Libby Kueneke, Secretary