

**FOUR CORNERS WATER AND SEWER DISTRICT MINUTES
REGULAR MEETING, August 15, 2023**

Call to Order

President Nancy Flikkema called the regular meeting of the Four Corners Water and Sewer District (FCWSD) to order at 6:30 pm on Tuesday, August 15, 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, member Jonathan Claunch and member Jeff Sipes

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

Approval of Minutes

June 20, 2023 Board Meeting

Motion: Member Jonathan Klaunch moved to approve the minutes as written. Member Brad Early seconded. No public comment. The minutes were approved 4-0.

Public Comment on Non-Agenda Items:

No public comment was made.

GENERAL BUSINESS

Gallatin Gateway Discussion

Gallatin Gateway requested a discussion; no representation from Gallatin Gateway was in attendance.

Ordinance 2023-04 2nd Reading

Ordinance 2023-04: An Ordinance Accepting the Annexation Petition of Oak Capital VI, LLC for annexation into the Four Corners Water and Sewer District

The property is located northeast of Elk Grove. The petition is for 120 EDUs. The GM recommends approval.

Motion: Member Brad Early moved to pass the 2nd reading of Ordinance 2023-04; member Jonathan Claunch seconded. No public comment. Motion passed 4-0.

Ordinance 2023-05 2nd Reading

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

The property is located in the Rainbow Subdivision. The petition is for 3 EDUs across 2 lots. The GM recommends approval.

Motion: Member Jonathan Claunch moved to pass the 2nd reading of Ordinance 2023-05; member Jeff Sipes seconded. No public comment. Motion passed 4-0.

Ordinance 2023-06 2nd 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 on the west side of Jack Rabbit. The petition is for 2 EDUs. The GM recommends approval.

Motion: Member Jeff Sipes moved to pass the 2nd reading of Ordinance 2023-06; member Brad Early seconded. No public comment. Motion passed 4-0.

Ordinance 2023-07 2nd 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 EDUs for sewer only. The GM recommends approval.

Motion: Member Brad Early moved to pass the 2nd reading of Ordinance 2023-07; member Jonathan Claunch seconded. No public comment. Motion passed 4-0.

Ordinance 2023-08 1st Reading

Ordinance 2023-08: An Ordinance Accepting the Annexation Petition for Lots 76, 77, and 78 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 EDUs. The GM recommends approval.

Motion: Member Jonathan Claunch moved to pass the 1st reading of Ordinance 2023-08; member Brad Early seconded. No public comment. Motion passed 4-0.

Resolution 2023-04: Special Assessment

Resolution 2023-04: A Resolution of the Four Corners County Water and Sewer District Special Assessment.

Motion: Member Jeff Sipes moved to approve Resolution 2023-04; Member Jonathan Claunch seconded. No public comment. Motion passed 4-0.

Monthly Operations and Maintenance Report

Phil George offered the report.

- WRF's foundation work, backfill, under slab drainage and electrical installation are complete. Floor slab placement is scheduled for later this week, followed by assembly of the steel building.
- EGWWTP Project's steel installation is complete. Touch-up painting and electrical/controls will be scheduled next.
- WRF odor control improvements continue. The main structure and one of the IPS structures are cleaned out and concrete modifications are taking place. Temporary odor abatement techniques are being employed. Lining of the concrete structures is scheduled for next week. Installation of new flooring and engineered biofilter media will follow. The system will be operational but final completion won't happen until additional components arrive in 3-4 months.
- Valley Center Lift Station experienced a pump failure. Temporary repairs have been made with parts on order for proper repair.

Monthly Financial Report

Amy Ellingson provided the report.

- The DA reviewed 2 upcoming annexations.

- The audit is submitted. An on site visit will occur around 9/14/23. A presentation to the Board will occur in October.
- FCWSD is in an employee search with upcoming interviews. 1 employee was hired last month.
- By no fault of FCWSD, parcels for the new additions were not taxed in 2022. Those parcels are being back-billed by the county. An explanatory letter will accompany this bill. The Board requested to review a copy of this letter before it is sent to residents.
- Resolution 2023-04 was sent to the county. The county calculated a different number than FCWSD. The DA has confirmed her number and will continue to communicate with the county.
- The Stip Bond water status is at \$4,059,113 and sewer status is at \$2,132,441
- The DA reviewed the July budget vs. actual for the shared, sewer, and water expenses.

General Manager Topics

Phil George offered the report.

- SCADA work is ongoing.
- Northstar Lift Station engineering is in process.
- The Effluent Filtration System is in DEQ review.
- The GM reviewed the Capital status.
- The GM reviewed the Capacity status. 757 EDUs are remaining.
- As per a request by the Board, FCWSD sent a letter to the Gallatin County Commissioner regarding remaining capacity.
- Xeriscaping is ongoing to minimize cost, maintenance and weeds.
- FCWSD signed an agreement with the Garden Center.
- A work order is in place to study the possibility of treated wastewater direct injection.
- As per a request by the Board, the GM updated the Board on the progress of remedying contracts with residents who were using more water than their contracts allowed.
- The GM is engaging a company to remedy household grease processing that will educate residents on proper grease disposal through mailers in bills.

Board Member Topics

A question was asked regarding the hydrant hit in Gallatin Heights. The issue has been resolved. The search for a new Board Member is ongoing.

Public Comment:

No public comment occurred.

Next Meeting Date: Tuesday, September 19, 2023

Adjourn

There being no further business before the Board, the Four Corners Water & Sewer District meeting of August 15, 2023 adjourned at 7:28 p.m.



Libby Kueneke, Secretary