

**FOUR CORNERS WATER AND SEWER DISTRICT MINUTES
REGULAR MEETING, May 21, 2024**

Call to Order

President Nancy Flikkema called the regular meeting of the Four Corners Water and Sewer District (FCWSD) to order at 6:28 pm on May 21, 2024, 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 Brad Early, member Justin Hart, 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

February 20, 2024 Board Meeting

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

Public Comment on Non-Agenda Items:

No public comment was made.

GENERAL BUSINESS

Ordinance 2024-03 1st Reading

Ordinance 2024-03: An Ordinance Accepting the Annexation Petition of Estate of Leulla Cain for annexation into the Four Corners Water and Sewer District

The property is located in the Rainbow Subdivision near the river. The petition is for 2 sewer only EDUs. Phil recommends approval.

Motion: Member Jeff Sipes moved to pass the 1st reading of Ordinance 2024-03; member Brad Early seconded. No public comment was made. Motion passed 4-0.

2024-2025 Draft Budget

The GM reviewed the Proposed 2024-2025 Draft Budget for sewer and water as well as the Approved 23-24 Budget and the Projected Actual Budget in order to illustrate 24-25 projections and decisions.

Monthly Operations and Maintenance Report

Phil George offered the report.

- Phase 3 & 4 of the WRF expansion are in operation and processing wastewater. Phase 5 mechanical and aeration equipment is scheduled to arrive late May through June and will be installed. Estimated completion and start-up will occur this fall.
- Lift station and water booster control system upgrades throughout the district are ongoing.
- 2 of the 3 new WRF Influent Pump Station pumps have been installed; the third pump installation will follow soon. The upgrade reduced the frequency of pump plugging problems.
- Tertiary Filtration Addition construction began in mid April. Additional storage tanks and interconnecting piping have been installed. Underground piping into the building will be

scheduled next.

- The Odor Control Improvement Project slab was poured last week; clean-up is in process. The equipment to be installed on the slab is awaiting delivery and scheduled for July delivery. Temporary odor control measures are being purchased to use in the interim.
- A water leak of about 250 gal/minute was found in two different leak locations. Both were repaired; invoices have been given to owners and COA.

Monthly Financial Report

Amy Ellingson provided the report.

- The DA reviewed upcoming annexations.
- FCWSD continues its employee search.
- The Stip Bond water status is at \$4,234,631 and sewer status is at \$1,337,089.
- The DA reviewed the April budget vs. actual for the shared, sewer, and water expenses.

General Manager Topics

Phil George offered the report.

- SCADA is ongoing with servers installed and the HMI in-work.
- Northstar Lift Station received DEQ Approval. Northstar building should occur in '25.
- The Capacity Status is at 814. cnn.
- The Norris Road water loop proposal has been submitted to DEQ. The Old Milwaukee water loop has been submitted and approved by DEQ. The Baxter water loop is in progress with Engineering but has not been submitted to DEQ.
- For the district's protection, all FCWSD EDU contracts include a clause stating if the contract is not put into service within 4 years, FCWSD will charge \$80/EDU/month. The first applicable contract could reach this phase in May '25. FCWSD notified all pertaining contracts in March. A projected schedule of future notifications will be reviewed at the next Board Meeting. To plan for best due-diligence toward district members moving forward, Board Members requested a blank form of this contract as well as a list of pertaining entities to notify.

Board Member Topics

An update on the Gallatin Gateway Water and Sewer District was requested. The GM reviewed his recent steps including inspecting items, meeting with bigger users to achieve alignment, and attendance at a future Gallatin Gateway Board Meeting to clarify rules and procedures.

Public Comment:

No public Comment was made.

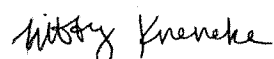
Next Meeting Date: Tuesday, June 18, 2024

Adjourn

There being no further business before the Board, the Four Corners Water & Sewer District Meeting of May 21, 2024 adjourned at 7:24 p.m.

Closed Meeting- Montana Code 2-3-203(4)(a)

A closed meeting occurred under Montana Code 2-3-203(4)(a).



Libby Kueneke, Secretary