

**FOUR CORNERS WATER AND SEWER DISTRICT MINUTES  
REGULAR MEETING, September 17, 2024**

**Call to Order**

President Nancy Flikkema called the regular meeting of the Four Corners Water and Sewer District (FCWSD) to order at 6:27 pm on September 17, 2024, 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, Trevor Campbell, and Libby Kueneke, Secretary

**Approval of Minutes**

August 20, 2024 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 occurred.

**GENERAL BUSINESS**

**Ordinance 2024-04 2nd Reading**

Ordinance 2024-04: An Ordinance Accepting the Annexation Petition of Lexington Realty, LLC for annexation into the Four Corners Water and Sewer District

The property is located in the Coolwater subdivision west of Monforton Road and East of 191. The petition is for 4 sewer only EDUs. Phil recommends approval.

**Motion:** Member Jeff Sipes moved to pass the 2nd reading of Ordinance 2024-04; member Brad Early seconded. No public comment. Motion passed 3-0.

**John Knokey- Creekside & Gallatin Meadows**

The contractor was not available to attend the Meeting.

**Monthly Operations and Maintenance Report**

Phil George offered the report.

- WRF Phase 5 equipment deliveries won't be complete until November. Process piping is nearly finished and electrical installation will start soon.
- Tertiary Filtration Project Foundation work is underway. Concrete placement should begin next week.
- The Odor Control improvements have been delayed again awaiting enclosing covers. The main ductwork changes are scheduled for next week.
- The Zoot Water Main Extension Project bid has been awarded. Construction will begin once the Encroachment Permit for the Jack and Bore casing pipe under Norris Road from the Montana Department of Transportation is approved.
- The NorthStar Lift Station Project will start in November.
- Upgrades to the District's SCADA system are ongoing. Communication radios must be upgraded to

- provide faster monitoring speeds and improved reliability.
- The SCADA project hopefully will be finished by the end of the year.

### **Monthly Financial Report**

Amy Ellingson provided the report.

- No annexations are upcoming.
- The Employee Search continues.
- The Audit is underway. Hopefully the field day will occur soon and a presentation will occur at the October Board Meeting.
- The finance committee and GM will meet to discuss funding capital projects. Board Member Jeff Sipes agreed to join the finance committee. The DA will schedule the meeting.
- The Stip Bond water status is at \$3,329,670 and sewer status is at \$851,757.
- The DA reviewed the August 2024 budget vs. actual for the shared, sewer, and water expenses.
- Only 2 inch water meters are being ordered.

### **General Manager Topics**

Phil George offered the report.

- The Capacity Status was at 814, but with Silo's 104 EDUs and Jamieson's 45 EDUs returned, the status is now at 963.
- Regarding water loop project DEQ Submittals, Old Milwaukee has been completed, Zoot has been awarded, and Baxter has DEQ approval.
- The GM reviewed the Capital Project Forecast.
  - The Elk Grove Life Extension Project is on hold due to a manpower shortage. Cleaning and replacing pumps and in-service items will occur closer to when the items need to be used. A 6 month head start is required before transferring and treatment begins.
  - Funds coming out of the Reserve primarily will go against the Northstar lift station.

### **Board Member Topics**

-The GM, DA, and Board reviewed clients nearing the \$80/month/EDU charge.

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

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

**Next Meeting Date:** October 15, 2024

### **Adjourn**

There being no further business before the Board, the Four Corners Water & Sewer District meeting of September 17, 2024 adjourned at 7:05 p.m.



Libby Kueneke, Secretary