

FLATHEAD COUNTY WATER DISTRICT #101

POB 1141, Columbia Falls, MT 59912

*** Meeting Minutes February 4, 2020 ***

General Meeting:

I. Called to Order at 7:00pm.

Directors present include: Harold Herman, President, Brian Rohletter, Linda Bosworth.

Also present: Shane Pierson, Certified Water Operator / General Manager; Robert Smith, A2Z Engineering and Tina Bondy, Board Secretary (by telephone).

II. Minutes: Reading and approval of the January 7, 2020 minutes.

Secretary reviewed the Minutes from the January 7, 2020 meeting. Following discussion, Linda Bosworth made a Motion to accept the Minutes as amended; Harold Herman seconded the Motion and all voted in favor.

III. Time for Public Comment and Discussions

- a. 5 min allotment for each property owner bringing a topic to the Board for discussion. No additional property owners were in attendance.

IV. New Business

a. System Improvement Project

- i. Resolution of Intent to Raise Water Rates. Discussion with Board about the drafted Resolution prepared by the Bond Attorney. Discussion of classification of commercial properties and the ERUs assigned to them for purposes of billing rates.

Following discussion, Linda moved to adopt the drafted Resolution of Intent to Modify the Basis of Water Charges and Raise Rates. Harold seconded the Motion and all voted in favor.

- ii. Meter Ordinance #8. Discussion with Board that the purpose of this Ordinance would be to make clear that the District has discretion to determine on which properties meters are installed when the service lines are not currently active.

Following discussion and request to Secretary to contact the Board Attorney for a second opinion on the language changes, Linda moved to accept the Meter Ordinance, provided it is acceptable to

the Board Attorney. Harold seconded the Motion and all voted in favor.

iii. Scheduling of Upcoming Public Hearing – March

Discussion about Bond Attorney preparing the Notice document to have published in the Daily Interlake and also to have sent to all property owners. The notices will be mailed by Eclipse.

iv. Bond Attorney Schedule Proposal. Brief Board discussion with Robert Smith, who confirmed that the proposed schedule below was acceptable:

2/4/2020 – Vote on Resolution of Intent re Rates

2/19/2020 – 1st publication of notice re rates/mailed

2/26/2020 – 2nd publication of notice re rates

3/3/2020 – Public Hearing on rate increase and adoption of resolution approving rate increase

3/3/2020 – adopt INTERCAP note resolution

3/20/2020 or 3/27/2002 – close INTERCAP funding

b. Glacier Bank Accounts

i. Board discussion about the current accounts.

ii. Harold and Linda went to Glacier Bank to make sure that the records for the Board members were correct and that Linda was back on the accounts. They also arranged for two monthly autopayments in conformance with RDA's loan requirements, beginning May 15, 2020.

c. Quarterly and Annual Reports

Lyle sent some emails to Linda with examples of quarterly and annual reports that are required to be filed. Linda asked Secretary if she would be able to work with Eclipse Accountants to determine timelines and requirements for these filings.

Following discussion Linda made a Motion that the Secretary would oversee the quarterly and annual reports for the District. Harold seconded and all voted in favor.

Linda will proceed to forward to Secretary the emails received from Lyle at Rural Development.

d. Proposed Resident Project Representative - Britt Bell

A2Z is recommending that Britt Bell be appointed as the Resident Project Representative. The RPR is required to be on site at all times the Project is underway. Britt is I-9 licensed, but not an engineer. A2Z had worked with him for 4-5 years and he would be contracted through A2Z. If he is

unable for any reason to be on site on any given day, Matt or Rob will be there.

Following a brief discussion, Linda made a Motion to accept Britt Bell as the Resident Project Representative for the Project based on A2Z's recommendation. Brian seconded the Motion and all voted in favor.

V. Old Business

- a. Upcoming Board Election – 3 seats up for election during 2020

Harold delivered the required documents to the Election Department.

- b. DEQ Water Test Requirements

Shane is awaiting further information on costs for the required water tests.

VI. Operator's report

Shane Pierson provided the Operator's Report, having taken the meter readings on February 3, 2020.

Water meter reading: 28142

Well 1 – 337,000

Well 2 – 200,000* estimate based on time running

Total: 537,200 gallons for the month of January.

Water tests for the month were satisfactory.

January's electric bill from Flathead Electric was \$267.63

VII. Financial report

Secretary provided financial reports as of December 8, 2019 as follows:

Revenue to date this fiscal year: \$ 30,574.39

Expenses to date this fiscal year: \$ 11,824.11

Checking account balance: \$ 10,999.65

Reserve bank balance: \$ 27,304.79

Checks written / Payments Issued During January, 2020 from Glacier Checking Acct:

Check #393 to Pierson Services for monthly service: \$350.00

Check #394 to Eclipse Tax & Accounting - monthly accounts and billing: \$381.90

Check #395 to Tina Bondy for monthly service: \$175.00

Check #396 to US Bank: \$3294.11

Payment to Flathead Electric: \$271.53

VIII. Correspondence

- a. Discussion of any correspondence received by the FCWD Board.
The Board received the T-5 Certificate of Liability, but there were some corrections to be made. Linda addressed these and a corrected certificate should be forwarded.
- b. Board received a letter from Lee Morris, property owner, that was concerned about the water at his house. The Board acknowledged the complaint, though Mr. Morris did not request any resolution.

IX. Additional items for discussion

X. Adjournment at 8:00pm

-- President to announce the next General Meeting of the Board is scheduled on March 3, 2020, 7pm, at the Badrock Fire Department.

--President to say, "This completes our business for this February General Meeting. This meeting is now adjourned."