

SEELEY LAKE WATER DISTRICT
MONTHLY BOARD MEETING

January 31, 2019

Attendance:

Charlie Hahn	President	PRESENT
Todd Johnson	Vice President	PRESENT
Kris Martin	Director	PRESENT
Chris Lorentz	Director	PRESENT
Freda Grimes/Rathbun	Director	PRESENT
Vincent Chappell	General Manager	PRESENT
Felicity Derry	Office Manager	PRESENT
Tammy Lewis	Operator	PRESENT

OPENING:

The meeting was brought to order at 6:02pm at The Lodges, Boy Scout Road, Seeley Lake, MT.

PUBLIC COMMENTS:

None

MINUTES:

December 27, 2018

The minutes for the board meeting held on December 27, 2018 were presented to the Board for review.

Johnson moved to accept the December 27, 2018 minutes as presented. Lorentz seconded the motion, which was then passed unanimously.

FINANCIAL REPORTS:

December 2018

Johnson noted that he had reviewed the year-end financial reports with Chappell. The Water Sales income was only \$4,000 shy of budget, while total income exceeded budget by \$2,000. The Chemical expense, which could be unpredictable, was the largest due to the persistent high turbidity. The 2019 budget had been adjusted accordingly. The Repairs & Maintenance and Operating Supplies expenses had been a little high. That was partly due to some of the fire hydrant work that had not been capitalized. Overall Operating expenses exceeded budget by \$8,000. The Operations budget had projected a loss of \$20,000, and the actual loss was approximately \$35,000. With Debt Retirement included there was a profit of \$125,000.

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All of the bank accounts were tracking normally. The DNRC Loan Payable account balance was \$64,000. Chappell noted that some of that money would be transferred to the Capital Projects account. Johnson continued that Accounts Payable was where it should be. The check detail, credit card statements and adjustment journal had all been reviewed and there was nothing out of the ordinary.

Johnson moved to accept the December 2018 Financial Reports as presented. Lorentz seconded the motion, which was then passed.

DELINQUENCY REPORT:

January 2019

The Board reviewed the January 2019 Delinquency Report.

Martin moved to accept the January 2019 Delinquency Report. Rathbun seconded the motion, which was then passed.

OPERATIONS REPORT:

January 2019

Chappell informed the Board that general maintenance had been performed around the plant and the system. The new unit had now been installed in the lower chlorine station. Unfortunately, the chart recorder was not working properly and that was being addressed. The skid steer had worked well during snow plowing. Next week after the snow the fire hydrants would be plowed out. It had been a quiet month.

The water loss report showed a little jump up to 1.1 million gallons. There were some leaks that had to be found. Lewis explained the difference in the numbers for the Board.

Rathbun moved to accept the December 2018 Operations Report. Lorentz seconded the motion, which was then passed.

OLD BUSINESS:

Reviewing Policy Manual, Old & New Material – Taking Public Comment

Chappell noted that Lorentz had requested some wording changes, which had been completed. The Board discussed the leak request policy and agreed that if a customer had a second leak that the customer had to present their case in person before the Board. A copy would be put at the library and in the office for public review for 60 days.

Johnson moved to approve the policy manual with the agreed addition regarding the leak request policy, and to put it out for public comment. Martin seconded the motion, which was then passed unanimously.

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2019 Budget

Chappell had included the 2019 budget, the proposed capital projects expenditures and the year-end report for the Board members that had been absent at the previous meeting.

Lorentz moved to accept the 2019 budget. Johnson seconded the motion, which was then passed.

NEW BUSINESS:

None.

CORRESPONDENCE:

Robert Harman

Chappell said that this customer had a brand-new toilet that was leaking. Lewis had found the increased usage while reading meters. He had not received a leak request previously.

Johnson moved to approve the leak request for \$124.67/53,970 gallons under the standard policy. Lorentz seconded, which was then passed unanimously.

NEXT SCHEDULED MEETING:

The next Board meeting was scheduled for February 28, 2019.

ADJOURNMENT:

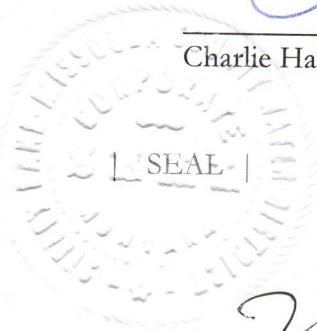
Johnson adjourned the meeting at 6:28pm.

Attest

Charlie Hahn, President

-And-

Vince Chappell, General Manager



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