

SEELEY LAKE WATER DISTRICT
MONTHLY BOARD MEETING
February 18, 2018

Attendance:

Charlie Hahn	President	PRESENT
Todd Johnson	Vice President	PRESENT
Kris Martin	Director	PRESENT
Chris Lorentz	Director	PRESENT
Freda Grimes	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 Lindey's Steakhouse, 3127 Highway 83 N, Seeley Lake.

PUBLIC COMMENTS:

None

MINUTES:

December 28, 2017

The minutes for the board meeting held on December 28, 2017 were presented to the Board for review.

Grimes moved to accept the December 28, 2017 minutes as presented. Lorentz seconded the motion, which was then passed.

FINANCIAL REPORTS:

December 2017

Chappell noted that Johnson had previously reviewed the financial reports for both December 2017 and January 2018. The Water Sales income for December was \$16,400. Most of the expenses were low, with the exception of propane. Payroll was higher due to the bonuses. Overall expenses were at \$30,000, whilst income was \$18,000. Operations had a loss of \$1,000 for December. The year-end income was 120% of the budgeted amount, with Water Sales at \$298,000. A few of the expenses were elevated due to the increased Water Sales, such as the Chemical expense which was 133%. Overall the expenses were at 106% of budget. There had been some income from Construction Services. It had been a good year for expenses. The loan payments had been made, dropping the Loan Payable account balance by \$100,000 as approved by the Board. Accounts Payable was down. The bank and credit card statements, as well as the adjustment journal were reviewed and were all in good order.

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Johnson added that the income was close to 120% of budget, whilst expenses were at 106% of budget. For the year Operations had a profit of almost \$17,000, while it had been projected to show a loss of almost \$17,000. All of the income had been above 100%.

Johnson moved to accept the December 2017 Financial Reports as presented. Martin seconded the motion, which was then passed.

January 2018

Chappell noted that Water Sales were up a little at \$18,284, which was probably due to people trickling water. Total income was close to \$19,800. The Chemical Expense was elevated due to the purchase of both chlorine and polymer. Johnson added that each was a six-month supply. Chappell continued that the Licenses & Fees expense was high due to the annual DEQ water supply fee. The Repair and Maintenance expense was elevated due to the snow blower repair and the bathroom remodel. The latter brought the office into compliance after the Department of Labor inspection last year. Two of the trucks had oil changes and the Propane expense was almost \$3,000. The expenses had been high for the month but it should be better next month. Operations had a loss of \$2,100.

The Loan Payable account dropped to \$25,000 as the excess funds had been transferred to the Capital Projects account. Accounts Payable was high due to the Chemical expenses. The bank and credit card statements as well as the adjustment journal were reviewed and there was nothing out of the ordinary. Johnson added that the debt had been paid down last year, but because the money could not be applied solely to the principal it had not done as much as they had hoped. It would be something to think about again this year and requested that it be put on the next agenda.

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

DELINQUENCY REPORT:

February 2018

Chappell informed the Board that there was no report this month as the letters had only just been sent out so there was nothing to report.

OPERATIONS REPORT:

January & February 2018

Chappell informed the Board that most of the month had been spent snow plowing. They had plowed almost every day. The snow blower was fixed; however, the quick catch mechanism broke on Friday. It was being repaired and should be ready tomorrow. There had been no issues plowing the fire hydrants. The bathroom was finished. Several reps had stopped by to talk about maintenance contracts for the District's generators. Their bids would be available for the March meeting. The rest of the month was spent doing maintenance and paperwork.

The water loss had been approximately 700,000 gallons and was now 1.1 million gallons. There were some issues that would have to be found in the spring.

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Grimes moved to accept the January and February 2018 Operations Report. Lorenz seconded the motion, which was then passed.

OLD BUSINESS:

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

None.

NEW BUSINESS:

None.

CORRESPONDENCE:

None

Chappell said that he had received a call to inform him that the District would be receiving the water system of the year award from Montana Rural Water. Both Hahn and Grimes would be attending as well as the employees. Johnson asked how any issues would be handled. Chappell replied that the plant would be shut down. The storage tanks had a three-day capacity, which was more than enough for less than twenty-four hours. If a line broke Deer Creek would cover it. The testing requirements would be met. Johnson added that the Pathfinder should be notified.

NEXT SCHEDULED MEETING:

The next Board meeting was scheduled for March 29, 2018.

ADJOURNMENT:

Hahn adjourned the meeting at 6:23pm.

Attest:

Charlie Hahn, President

-And-

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Vince Chappell, General Manager