

SEELEY LAKE WATER DISTRICT
MONTHLY BOARD MEETING
February 27, 2020

Attendance:

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

***Arrived at 5:39pm**

OPENING:

The meeting was brought to order at 5:32pm at the Water Plant, Seeley Lake, MT.

PUBLIC COMMENTS:

None

MINUTES:

December 4, 2019

The minutes for the board meeting held on December 4, 2019 were presented to the Board for review.

Lorentz moved to accept the December 4, 2019 minutes as presented. Rathbun seconded the motion, which was then passed unanimously.

FINANCIAL REPORTS:

November 2019

Chappell noted that the Operating income for November of \$18,402 was normal for that time of year. The November Operating expenses of \$23,622 were average for the month. Operations reported a loss of \$5,570 for the month. Once Debt Retirement was included there was a profit of \$8,037.

Accounts Payable was elevated due to the purchase of the flush station parts. The bank and credit card statements, as well as the check detail and adjustment journal were all reviewed and looked good.

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December 2019

Chappell noted that Operating income for December was where you would expect it, at \$18,360. The Operating expenses of \$38,324 were elevated due to the purchase of polymer. The Repairs and Maintenance expense was also high due to some winter cleanup work, repairing the Forest Service main and end of year inventory adjustments. November Operations reported a loss of \$19,806. With Debt Retirement included, there was an overall loss of \$6,004.

Water Sales for the year fell short of the budgeted total by approximately \$7,000. However, Operating income for the year was at 104% of budget, while the expenses were at 101% of budget. All in all, it was not a bad year.

The Board approved bond payments had been paid in December. The excess funds were transferred to the Capital Projects account. Accounts Payable had dropped back to normal.

The bank and credit card statements, as well as the check detail and adjustment journal were all reviewed and looked good.

January 2020

Chappell noted that Water Sales were up slightly for the month. Operating income for January totaled \$19,366. Operating Expenses were normal at \$23,372. Overall, January reported a profit of \$9,643.

All of the bank accounts looked good. The loan balances reflected the January 1st loan payments. The bank and credit card statements, as well as the check detail and adjustment journal were all reviewed and had no issues.

Johnson moved to approve the November & December 2019 and January 2020 Financial Reports as presented. Lorentz seconded the motion, which was then passed unanimously.

DELINQUENCY REPORT:

February 2020

The Board reviewed the February 2020 Delinquency Report.

Johnson moved to accept the February 2020 Delinquency Report. Lorentz seconded the motion, which was then passed unanimously.

OPERATIONS REPORT:

December 2019 & January, February 2020

Chappell informed the Board that time was spent completing year end paperwork and ploughing out fire hydrants. Plant maintenance was performed and the new server and computers were installed.

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More work was done on the meter bids. The break on the USFS main was repaired. Chappell would talk to USFS regarding the ownership and responsibility of that main, with the ultimate goal to replace it. The new copier was installed and was working great.

The flush station was doing well and there were no freezing issues on Phase 1A.

The water loss started out higher at the beginning of 2019. It had dropped after the main repairs in June, and then after some more work had been done it had dropped to 322,335 by the end of the year at 10%. The water loss started out good in 2020. The flush station was started, so there was some usage there.

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

OLD BUSINESS:

Meters

The District had received five proposals. Chappell would request some additional information and the proposals would be presented to the Board at the next meeting. The Board discussed proposals.

Copier

The copier was installed. A home was trying to be found for the old copier.

NEW BUSINESS:

None.

Chappell informed the Board that the white and green trucks “met” on the icy hill. The green truck has some scratches and a broken mirror. Unrelated to this, the front end of the green truck is shot, so it either needs to be fixed or parked. The Board discussed the options for replacing the green truck.

CORRESPONDENCE:

Janet/Solinger

Chappell informed the Board that the owner had a yard hydrant which broke underground. It had been leaking for a long time. The owner had paid the bill until it could be fixed. The leak request was for \$306.01/132,470 gallons.

Johnson moved to approve the leak request in full of \$306.01/132,470 gallons, on this one occasion. Lorentz seconded the motion, which was then passed.

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NEXT SCHEDULED MEETING:

The next Board meeting was scheduled for March 26, 2020.

ADJOURNMENT:

Rathbun moved to adjourn the meeting at 6:12pm.

Attest

Charlie Hahn, President

-And-

| SEAL |

Vince Chappell, General Manager