

SEELEY LAKE – MISSOULA COUNTY WATER DISTRICT
MONTHLY BOARD MEETING
June 14, 2023

Attendance:

Charlie Hahn	President	PRESENT
Todd Johnson	Vice President	ABSENT
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 5:36**

OPENING:

Lorentz moved to open the meeting at 5:34pm. Martin seconded the motion. The meeting was held at the Water District Plant, 281 Rice Ridge Road, Seeley Lake, MT.

PUBLIC COMMENTS:

MINUTES:

April 27, 2023

Lorentz moved to accept the April 27, 2023 minutes of the Regular Board Meeting as presented. Martin seconded the motion, which was then passed.

FINANCIAL REPORTS:

April 2023

Chappell noted that he had met with Johnson to review the financial reports, who had found no issues. For April, the Water Sales income was approximately \$23,300, which was great for the time of year and less than \$3,000 below the monthly budgeted average. The Chemical expense was the only large expense for the month, without which the expenses would have been under budget. For the month, Operations showed a loss of approximately \$7,200. With Debt Retirement included there was a profit of approximately \$1,500 for the month. The DNRC Loan payable account had sufficient funds for the next bond payments. The adjustments journal and the bank and credit card statements were reviewed and were in order.

06/14/2023

Regular Monthly Meeting

Seeley Lake – Missoula County Water District

May 2023

Chappell noted that in May the Water Sales income rose by \$2,500 and was close to the monthly budgeted average. The adjustment journal had a zero balance. Total income for the month was approximately \$27,500. There were no extraordinary expenses this month and totaled approximately \$29,000. Construction labor reported a loss of approximately \$3,200, as clean up around the frozen mainline repairs had been completed. The monthly transfer was made into the DNRC Loan Payable account. Accounts Payable had increased due to the construction expenses.

Johnson had reviewed the credit card and bank statements, the check detail, etc. and found there to be no issues. Johnson had given his approval on the financial reports. The Board had no questions.

Martin moved to accept the April & May 2023 Financial Reports as presented. Lorentz seconded the motion, which was then passed.

DELINQUENCY REPORT:

March 2023

The meeting was too early in the month for a delinquent report to be created.

OPERATIONS REPORT:

May & June 2023

Chappell informed the Board that in May clean-up was done at the frozen water main dig sites. Work continued for the tower read system project. Lots of snowbirds were returning and needed their water turned on. Chappell found a leak in the Black Bear boost station. The replacement parts had arrived, so it would be fixed shortly. When the meters were switched out, photos were taken of the meters and shut offs. This catalog of photos was being added to and was almost complete.

General maintenance was performed in June. The lower chlorine station had issues, again. The system was cleaned and the issue was rectified. The possibility of using a different form of chlorine (gas or liquid) was discussed with the Board and dismissed.

Chappell worked on various bids for customers. One of which was for low-income housing in Seeley, following discussions between various groups. Chappell had noted that water rights would need to be donated to facilitate this. The annual generator maintenance was performed. The seal had failed on the pumphouse generator and CAT was preparing to replace the seal. TWE had replaced it a while back.

The water loss was back down to approximately 700,000 gallons, 14%. There were still leaks out there, but the loss was looking much better.

Lorentz moved to accept the May & June 2023 Operations and Loss Report. Rathbun seconded the motion, which was then passed.

06/14/2023

Regular Monthly Meeting

Seeley Lake – Missoula County Water District

OLD BUSINESS:

USFS Service Line - Update

Chappell noted that there was no update.

Main Replacement & Extension - Update

Chappell noted that Derry had talked to SRF and the District would be eligible to receive a 75% loan forgiveness. The application had been submitted and DEQ had sent a checklist of requirements, including a site title opinion. If the County attorney would not do this, the District may have to hire an attorney. Another item was to have a contract with an engineer. Chappell asked the Board if they would like to move forward with this and hire an engineer. Chappell reviewed the engineering bids and noting that the cost of engineering would be included in the loan forgiveness. The scope of the project was discussed. The estimated cost of the project was \$71,000. Chappell noted that the Sewer District had an easement and Kiel O'Brien, who owned the property, was good with the District running the main through there.

Lorentz moved to approve hiring the engineer, to get the project rolling. Rathbun seconded the motion, which was then passed.

Meter Project – Phase 2 Tower Project

Chappell noted that Neely Electric had completed the engineering for mounting the equipment on the cell tower. It had been submitted and hopefully would be approved shortly.

NEW BUSINESS:

Acc#562 – Line Replacement & Veterans Memorial

Chappell gave some background on the property and how that property and others in the area were supplied with water via a 2-inch line. When the new transmission main was installed during the project in 2009, these properties were connected to the new main, except for account#562, which at the time was not using water from the District. The new owner reconnected to the system and now has minimal flow and discolored water. This line crosses the Vet Memorial. Lewis noted that the previous owner of the property had disconnected from the district and dug a well. Chappell reviewed the options. Discussion with the Board followed on the best way to move forward and revisited the cost of installing the service line with a pit to the property line.

Lorentz moved to replace the service line to the property line. Rathbun seconded the motion, which was then passed.

Chappell reviewed the history of the Vet Memorial property, which was owned by Missoula County Parks, noting that the veterans had requested water for the memorial area. Chappell explained what it would entail to connect the veterans while the hole was open replacing the line for account#562. Chappell noted that the veterans would be an additional paying customer, and the veterans had agreed

06/14/2023

Regular Monthly Meeting

Seely Lake – Missoula County Water District

to pay the bill. Chappell questioned if the District could donate the connection. Discussion followed.

Rathbun moved to approve the donation of the installation of the service line to the Vet Memorial. Lorentz seconded the motion, which was then passed.

July 1st, 2023 Bond Payments

Chappell noted that the bond payments totaled \$111,943.75. The balance of the DNRC Loan Payable account was \$128,619.61.

Martin moved to make the bond payments. Rathbun seconded the motion, which was then passed.

Employee Health Insurance

Chappell noted that when he had been hired, the Board had agreed to pay for part of his health insurance and then later the entire bill. Other workers that had been hired had not been offered health insurance. When Lewis & Derry were hired, they had better insurance through their husbands. Situations were changing and this topic needed to be revisited. The District was a County operated water district and the district should have provided health insurance to all employees from day one. Currently the District pays into a health savings account. Discussion followed. Chappell agreed to do more research and have information for the next meeting.

CORRESPONDENCE:

None.

Chappell noted that he had requested that Davy Good submit a document backing up the verbal statement that Davy had made to him that the correct parts had been used in the repair of the water line. To date Davy Good had not done that, so Chappell would be sending a letter requesting a written confirmation which would be placed in the files.

NEXT SCHEDULED MEETING:

The next Board meeting was scheduled for July 27, 2023.

ADJOURNMENT:

Rathbun moved to adjourn the meeting at 6:42pm. Lorentz seconded the motion, which was then passed.

06/14/2023

Regular Monthly Meeting

Seeley Lake – Missoula County Water District

Attest

Charlie Hahn, Director

-And-

| SEAL |

Vince Chappell, General Manager