

**SEELEY LAKE WATER DISTRICT**  
**MONTHLY BOARD MEETING**  
**October 27, 2022**

**Attendance:**

Charlie Hahn	President	<b>ABSENT</b>
Todd Johnson	Vice President	<b>PRESENT*</b>
Kris Martin	Director	<b>PRESENT</b>
Chris Lorentz	Director	<b>PRESENT</b>
Freda Rathbun	Director	<b>PRESENT</b>
Vincent Chappell	General Manager	<b>PRESENT</b>
Felicity Derry	Office Manager	<b>PRESENT</b>
Tammy Lewis	Operator	<b>PRESENT</b>
Quinn Carver	USFS	<b>PRESENT</b>

**\* Arrived 6:17pm**

**OPENING:**

The meeting was brought to order at 5:30pm. The meeting was held at the Water District Plant, 281 Rice Ridge Road, Seeley Lake, MT.

**PUBLIC COMMENTS:**

None.

**MINUTES:**

June 30, 2022

Rathbun noted a typo on page 1.

Rathbun moved to approve the June 30, 2022 minutes of the Regular Board Meeting as amended. Martin seconded the motion, which was then passed.

**FINANCIAL REPORTS:**

June 2022

Chappell noted that Johnson had reviewed the three months of financial reports. The Water Sales income in June had been good. The Operating income for June was approximately \$21,686. The insurance, accounting, postage and generator expenses had caused the Operating expenses to be much higher than usual, at approximately \$50,000. For the month, Operations showed a loss of approximately \$28,000, when Debt Service was added it resulted in a loss of approximately \$19,500.

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The DNRC Loan Payable account had dropped due the July 1<sup>st</sup> bond payments. Accounts Payable had increased to approximately \$37,000, due to the increased expenses.

### July 2022

Chappell noted that the Water Sales income for July had been very good at approximately \$33,500. The Operating income for July totaled approximately \$34,900. Overall, the monthly expenses were lower than the budgeted amount. For July, Operations showed a profit of approximately \$10,000 and with Debt Retirement included there was a profit of approximately \$18,000.

Accounts Payable was still high as the insurance payment was not due until August.

### August 2022

Chappell noted that the Water Sales income for August was \$44,282, one of highest months. Total Operating income was approximately \$43,909. There was a large adjustment for the old motel. After the new meter had been installed, the flanges on either side of the meter had pulled apart and started to blew water. This was through no fault of the owner; therefore, the excess water had been written off. Overall, the monthly expenses were lower than the budgeted amount, at approximately \$23,400. With Debt Retirement included there was a profit of approximately \$30,000 for the month of August.

The monthly transfer had been made to the DNRC Loan Payable account. Total Water Sales was over \$70,000, which was the highest amount ever billed. Accounts Payable had dropped to approximately \$1,100.

Chappell noted that he and Johnson had reviewed the credit card, bank and gas card statements. There were no issues.

Martin moved to accept the June, July & August 2022 Financial Reports as presented. Rathbun seconded the motion, which was then passed.

## **DELINQUENCY REPORT:**

### October 2022

Chappell reviewed the Delinquency Report for the Board.

Rathbun moved to accept the October 2022 Delinquency Report. Martin seconded the motion, which was then passed.

## **OPERATIONS REPORT:**

### July, August, September & October 2022

Chappell informed the Board that all but one of the meters had been installed. One summer resident had been uncooperative with scheduling an appointment to switch the meter out. The meter project

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had gone well. It had been a great deal of work, but everything was up and working.

During the meter installation a significant leak had been found at the trailer court. When it was dug up it turned out that there were two leaks. It was a nasty dig that took almost ten hours and was the District's cost. The leak was approximately ten gallons a minute, and had been running for some time.

During the meter switch approximately a dozen yard hydrants before the meter were discovered. Most of these were under trailers. As they were before the meter, there was no way to know if they were leaking. When the meters had been installed initially twenty odd years ago, the Board instated a policy that any yard hydrant before the meter had to be removed or a meter pit installed. These hydrants will have to be addressed, so letters will be sent out to get the ball rolling.

One last bottom dweller meter pit was discovered while replacing meters. This meter pit was replaced and the new meter was installed. Another property did not have a shut off before the meter and after digging for some time, it was deduced that the curb box was missing. This was dug up and replaced, enabling the meter to be changed out.

Some more meter pits had been installed over the last couple of months. There was another tap on Overland Trail. One service on Phase 1A had the potential to freeze. This was dug and the District's side of the service was insulated to alleviate any freezing issues in the future.

The fire hydrants were flushed in September. This led to the discovery that the fire hydrant at the Bison & Bear had been backed into and had snapped underground. This was dug up and fixed. Two large rocks were placed in front of the hydrant to protect it from further issues.

The first backwashed pond finally dried out sufficiently to remove the sludge and then the sludge was land applied. The second pond will be done next year.

For the last couple of years, a customer on Wild Turkey Court had reported various issues with the water and felt that his issues were being ignored. The most recent complaint was that the water in his home was sticky, greasy, dirty and undrinkable; and the homeowner had requested that the District test his water. Chappell went to the home and could not replicate any of the complaints and brought samples back to the plant. Chappell tested the samples and could find nothing wrong. The yearly testing for the system had just been sent to the lab. Discussion followed on when these complaints first started, that there had been no complaints from any of his neighbors and what testing could be performed. Chappell would discuss this further with the lab and test his water on Monday.

Johnson joined the meeting.

The water loss had been increasing since January. Fixing the leak at the trailer court had almost halved the water loss; however, there were still more leaks out there, so leak detection would continue.

Johnson moved to accept the July, August, September & October 2022 Operations Report. Martin seconded the motion, which was then passed.

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## **OLD BUSINESS:**

### Meter Project Update

This was pretty much done. A few things were still being fine tuned. A few meters still needed antennas. It was easy to extract the data from the meter and everything could be done on a phone. Discussion followed on what to do with the old meter equipment

### USFS Service Line

Chappell noted that the most recent correspondence from Quinn had been in February, stating that the USFS would pay for the parts if the District paid for the installation of the pipe. The contention being that the USFS does not believe that this service line belongs to them. Chappell reviewed the documentation from the District's files demonstrating that it was. How the two cabins on this line were serviced and if they were metered was discussed with Carver. Carver requested that the District provide a cost and a design to enable the USFS and the District to move forward to secure funding. Chappell noted that the goal was to ascertain ownership of the pipe and to fix the pipe, not just patch it. Carver added that once the line was fixed it would belong to the District. Johnson clarified that if the USFS found the money to get the line redone, then the Board must agree that it is the District's line all the way to the pit. Carver outlined how he felt that the USFS at the time of the initial installation was a good neighbor and chipped in to help the community to get the system, for the town, up and running, but then did not complete the necessary paperwork. Chappell added that the District wanted to continue to service the Forest Service. Carver reviewed some possible revenue streams. Chappell reviewed the two estimates for the project. Chappell would do some more research to clarify the ownership of the pipe. Discussion followed on how to move forward, the District assuming the pipe, increased District liability and additional fire hydrants. Chappell would work on a number for Carver.

## **NEW BUSINESS:**

None.

## **CORRESPONDENCE:**

### Acc#654 - Sackett

Chappell noted that when he installed the new meter, he noticed a leak and spoke to the owner. The leak was found and it had been fixed as soon as the owner could get somebody there to fix it. This was their first leak adjustment request.

Johnson moved to approve the leak request in the amount of \$107.16/44,100 gallons. Rathbun seconded the motion, which was then passed.

### Acc#050

Chappell noted that this owner had an issue with their irrigation system. Once it was found the issue had been fixed promptly. The Board reviewed the graph with the sprinkler usage. This was their first

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leak adjustment request.

Rathbun moved to approve the leak request in the amount of \$498.15/205,000 gallons. Martin seconded the motion, which was then passed.

**NEXT SCHEDULED MEETING:**

The next Board meeting was scheduled for November 24, 2022.

The Board discussed when to reschedule the next meeting, so as to avoid Thanksgiving Day. There was agreement that the next meeting would be on Tuesday 29<sup>th</sup> November.

**ADJOURNMENT:**

Rathbun moved to adjourn that meeting at 6:56pm. Martin seconded the motion, which was then passed.

Attest

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Chris Lorentz, Director

-And-

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Vince Chappell, General Manager