

SEELEY LAKE WATER DISTRICT
MONTHLY BOARD MEETING
November 16, 2020

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

***Joined Meeting at 5:33pm**

OPENING:

Lorentz moved to open the meeting at 5:31pm. Martin seconded the motion, which was then passed. The meeting was held via a conference call, due to the ongoing COVID-19 situation.

PUBLIC COMMENTS:

None

MINUTES:

October 29, 2020

The minutes for the board meeting held on October 29, 2020 were presented to the Board for review.

Martin moved to accept the October 29, 2020 minutes as presented. Rathbun seconded the motion, which was then passed.

FINANCIAL REPORTS:

October 2020

Chappell noted that he had met with Johnson earlier to review the October financial reports. The Water Sales income was good for October, at \$19,600. The Operating income for the month totaled \$21,900. The testing expense was high again due to the 9-year tests that were completed. All of the other expenses were within the normal range. The total Operating expenses for October totaled \$24,386. For the month of October, the overall net income was approximately \$7,100.

Two transfers were made to the DNRC loan payable account in October and there were sufficient funds in the account for the year end payments.

11/16/2020

Regular Monthly Meeting

Seeley Lake – Missoula County Water District

Lorentz moved to accept the October 2020 Financial Reports as presented. Martin seconded the motion, which was then passed.

DELINQUENCY REPORT:

November 2020

As the meeting was being held so early in the month there was no delinquency report.

OPERATIONS REPORT:

October 2020

Chappell informed the Board that a great deal of time had been spent reviewing documents for the rates and budget. The recirculating pump broke in the lower chlorine station and had to be replaced. About a year and a half ago Chappell had replaced the alternator in the white truck and it went out again. NAPA refunded the money for the old one, which was used towards the cost of the new alternator. Four new tires were purchased and installed on the white truck. Chappell had continued to work on the chart recorder issue in the plant and was waiting to receive some more quotes. Also, more preparation for winter was done.

The water loss was about the same as it had been.

Martin moved to accept the October Operations Report. Lorentz seconded the motion, which was then passed.

OLD BUSINESS:

2021 Budget

Chappell reviewed the 2021 budget and the adjustments that had been made from the 2020 budget, noting that the 2021 budget included the proposed rate increase. Chappell reviewed the proposed capital projects for replacing the water meters and the generator repair. The Board discussed the budget.

Rate Increase

Chappell reviewed what charges would be included in the proposed 5% rate increase and how it would effect a standard bill. Discussion followed on the proposed rate increase and that once the bonds had been paid off, how no longer collecting debt service would affect income. Chappell requested that Board contact him with any questions regarding the 2021 budget or the rate increase. Both items would be on the December agenda for approval.

Base Fee & Shut Off Fee Discussion

Chappell reviewed the District's current policy for the base fee, which most communities did not do. Also, how not charging the base fee when the water was turned off lowered the O&M income. In the

11/16/2020

Regular Monthly Meeting

Seeley Lake – Missoula County Water District

current real estate market, more properties were becoming summer homes, which would only exacerbate the issue. Chappell recommended amending the policy manual to continue charging the base fee when the water was shut off and reviewed how it would affect the income. It would be especially important once the bond income ended. Discussion followed on Chappell's recommendation and the optimal time to implement this policy change. Chappell would clarify what was required procedurally to make the change for discussion to continue at the next meeting.

NEW BUSINESS:

Chart Recorder Replacement

Chappell requested a tentative approval to spend approximately \$5,000 to replace the broken chart recorder in the plant. Chappell had received one quote to date.

Lorentz moved to approve the replacement of the chart recorder, up to \$5,000. Rathbun seconded the motion, which was then passed.

Conference Call Reimbursement

Chappell noted that Montana Rural Water had been allowing the District to use their conference call account for these virtual monthly meetings. This did cost Montana Rural Water money. The Board discussed making a donation to Montana Rural Water to compensate them for the meeting conference calls.

Lorentz moved to make a donation to Montana Rural Water for the use of the conference call service. Rathbun seconded the motion, which then passed.

Chappell informed the Board that the new truck should arrive within the month. The old green truck was parked. Chappell asked if the Board wanted the green truck to be sold. The Board agreed that the green truck should be sold, after the District's decal had been removed.

CORRESPONDENCE:

None

NEXT SCHEDULED MEETING:

The next Board meeting was scheduled for December 31, 2020. The Board discussed possible alternative dates to hold the meeting and that Derry should send an email with some dates.

ADJOURNMENT:

Rathbun moved to adjourn the meeting at 6:12pm. Lorentz seconded the motion, which was then passed.

11/16/2020

Regular Monthly Meeting

Seeley Lake – Missoula County Water District

Attest

Charlie Hahn, President

-And-

| SEAL |

Vince Chappell, General Manager

11/16/2020
Regular Monthly Meeting
Seeley Lake – Missoula County Water District