

# FLATHEAD COUNTY WATER DISTRICT #101

## POB 1141, Columbia Falls, MT 59912

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\*\*\* Meeting Minutes September 1, 2020 \*\*\*

### General Meeting – held by ZOOM Teleconference

#### I. Call to Order 7:05pm

Directors present include Harold Herman, President, Brian Rohletter and Linda Bosworth.

Also present, Matt Nerdig, Engineer; Shane Pierson, CWO/GM; John Toftum, T5 and Tina Bondy, Secretary

#### II. Minutes

*Secretary reviewed the August 4, 2020 Minutes.*

Following a brief discussion of some corrections, Linda Bosworth made a Motion to approve the Minutes as corrected. Brian Rohletter seconded and all voted in favor.

*Secretary also reviewed the June 3, 2020 Minutes.*

Linda Bosworth made a Motion to enter the Minutes as presented and read by Secretary. Harold Herman seconded the Motion and all voted in favor.

#### III. Time for Public Comment and Discussions

John T. exercised his right as a water service customer to share that many water customers have stopped by the project worksite this past month to express their thanks for the upgrades to the system. People are pleased with the water pressure they are now getting.

#### IV. New Business

##### a. System Improvement Project

- i. Substantial Completion Inspection. Matt advised that the substantial completion inspection meeting would take place via virtual meeting (for Rural Development) and in person for those that could attend on Thursday 9/3/2020. Part of substantial completion is a balanced financial summary. Matt will work with Tina to provide this to RD detailing the remaining funds on the project.

- ii. Project Update. All mains have now passed and have pressure tested. System is working well. All pumps are in, everything is flowing as anticipated. All significant pieces of the project are now complete. RD has a list of items in order to grant substantial completion. Will be using Zoom / Facetime for Shelby and Karen to be able to virtually attend. Mike Croft, an inspector, may also be interested in attending. At this meeting, will identify all incomplete or deficiencies. Engineers have prepared a punch list to review. There is a retainage fund which is withheld until all clean up items have been completed. Final inspection will include testing, photos, videos and AIS Certification (American Iron and Steel).
- iii. Prep for Final Inspection. Matt will forward the documents to the Board in anticipation of this. 11 months following the substantial completion, there will be a meeting with the owners, engineers, agency and contractor which is designed to identify any warranty items before the end of 1 year.
- iv. New billing system. Discussion with Shane and board about some customers that have significant upticks in their bills due to water metering. Several an extra \$100 or \$200 for the month. The hotel was an extra \$300.
- v. New Service Lines / Customers. Discussion with Shane and John T. about some new service lines still going in, these were beyond the scope of the original project, so not part of the substantial completion. Discussion about the old racetrack property that a potential new owner may request to extend water service to this 161 acres.

## **V. Old Business**

- a. Membership with Montana Rural Water System (MRWS)  
Board has tabled this topic for a later date, after the system improvement project is complete.
- b. DEQ Water Test Requirements  
Held off until project over other than the regular monthly testing.

## **VI. Operator's report**

Water test for the month was satisfactory. Meters read August 20, 2020. 2,743,450 gallons through the meters.

Discussion of a couple of significant leaks that were discovered. One on John Toftum's property (1,132,190 gallons) and another on Clarence Taber's property (40,850 gallons). Both of these have been fixed.

1,479,410 gallons billed. That accounts for an additional monthly income of \$3254.70. Next month will be a better reading as there was only 1 well metered and some water had been recirculated. Customers do seem pretty happy thusfar.

Harold asked Shane to buy 2 combination locks for the doors on the well houses. This will allow fire department access without having to distribute keys.

Also proposed a larger propane tank for the generator. While the generator is running, it will burn 3 gallons of propane fuel an hour. Shane will get some pricing for this.

\$605.40 – electric bill for last month. This is higher than normal likely due to pumps running overtime because of two significant leaks.

**VII. Financial report**

*Secretary provided financial reports as of September 1, 2020 as follows:*

Revenue to date this fiscal year: \$ 15,658.38

Expenses to date this fiscal year: \$ 8,047.90

Checking account balance: \$17,950.53

Asset Replacement account bank balance: \$ 28,624.79

*Checks written / Payments issued during Sept. 2020 from Glacier Checking Acct:*

Check # 426 to Pierson Services for monthly service: \$350.00

Check # 427 to Shane Pierson for project-related time: \$ 1,287.00

Check # 428 to Eclipse Tax and Accounting: \$381.90

Check # 429 to Tina Bondy for Board Secretarial: \$400.00

Check # 430 to Martin City County Water District: \$100

Check #431 to T5 Services for \$1,400.00

**VIII. Correspondence - None noted**

**IX. Additional items for discussion**

Harold brought up the idea of having a locked payment drop box affixed to the well house so customers could drop their payments off there, rather than mailing. Several customers have approached John to try to give him their checks. Board will discuss further.

**X. Adjournment – 8:00pm**

-- President announced the next General Meeting of the Board is scheduled on October 6, 2020, 7pm, at the Badrock Fire Department, unless the meeting is held by Zoom again.

