FLATHEAD COUNTY WATER DISTRICT #101

POB 1141, Columbia Falls, MT 59912

*** Meeting Minutes July 8, 2025 ***

note this meeting was postponed from July 1 to July 8

General Meeting:

I. Call to Order – 7:00pm

General Meeting for FCWD #101 held this July 8, 2025.

Directors present include Linda Parker, Jody Mason, Steve Fucci, Russ Barnett, Hilary Shepard (dialed in telephonically)

Also present: William Meyer and Sasha Marlett with MidWest Assistance Program; District customers Clarence Tabor and Norm Nunnally and Tina Morrison Bondy, Board Secretary.

II. Adoption of the Agenda. Linda Parker made a Motion to adopt the Agenda; Steve Fucci seconded and all voted in favor.

III. Introductions

a. Jody Mason, newest FCWD 101 Board Member introduced himself.
b. Will Meyer – project manager with MidWest Assistance Program– a nonprofit to assist with water/wastewater issues; technical , financial and management issues. Guiding through rules and regs for water / wastewater. These are consultant/advisors at no cost to FCWD 101.

IV. Reading and Approval of Minutes from June 2, 2025

Russ Barnett made a Motion to approve minutes as prepared; Linda seconded and all voted in favor.

V. Director Positions

a. **Current seat assignments**
b. **Voting on President and Vice President roles for 1 year term**

Brief discussion about the President and Vice President roles. Russ spoke to being willing to take this on for the 1 year term if voted.

Hilary Shepard made a Motion for Russ Barnett to be President; Steve Fucci seconded and all voted in favor.

Russ Barnett made a Motion for Hilary Shepard to be Vice President; Steve Fucci seconded and all voted in favor.

VI. A2Z Engineering Discussion – Process for Building for Future

Matt Nerdig, the project engineer for the prior completed district water rebuild project is not in attendance. He was going to speak to funding and building a new water holding tank and/or addition to the pumphouse.

Brief board discussion with Jody to clarify some questions on the existing system.

VII. Unfinished Business

a. Water operator / Manager

Russ discussing Gavin Pirre's proposal that was circulated. Gavin manages several other districts but would be willing to act for FCWD. Russ contacted each of the three references provided, such as IronHorse head of HOA, the sales manager of Ferguson. Russ' recommendation is that FCWD 101 hires Gavin as a contractor to serve as CWO and manager.

Hilary Shepard made a Motion to hire Gavin Pirre as a water operator, as we have checked references and several board members have spoken with him. Russ seconded the Motion and all voted in favor.

Russ plans to meet with Gavin tomorrow at the pumphouse;
Gauge not working (important that we know how much gallonage is going out) not just the amount being billed. Difference is leaks, etc.

b. Generator

Board discussion about evaluating the existing generator and needs for an upgrade, as it is too small, and when it was needed, it would not start.

Russ spoke with two companies to provide bids:
Rocky Mtn (Generac) engineer came out and said generator was not sufficiently sized to start the system in an emergency and could damage the electronics in the pumphouse. TWEnterprises told the same thing and gave a quote for $31k for a 48kw generator would enable us to hook up another pump even if we needed; and expand as needed. They have a maintenance plan – we may consider taking advantage of that (remote start, etc.) we could potentially have our CWO start it once a month, and save some $$.

Looking into whether the propane gas would work, or if natural gas is the option.. Rest of installation requires hiring an electrician and maybe a plumber. Probably install and be $40k total. Russ also called Rural Water and asked if there was any funding available for a generator. DNRC got back to Russ and there is no grant funding for this available. Option would be a loan.

Will Meyer advised that anytime you start changing the water system and parts, even with like to like, they would likely want an engineer on the job. Talk with Mike Krop

(DEQ) re the generator question – he's the capacity coordinator for DEQ. As you start looking at projects in the system, need to know whether to get DEQ approval. Making repairs is not necessarily an issue – if you lose pressure below 15 psi, want to know and make sure we are doing our diligence.

Brief discussion about surplus generators through Dept of Emergency Services – we may qualify to get them. Though Will Meyer advised that buyer beware, as these are previously used, and will need to work with the system.

Board decided to table the generator decision for another month - but want to follow up with Mike Krop this month. Note that there is money for paying for a generator and installation.

VIII. New Business

a. **Board Member Responsibilities** – Board should be involved and have responsibilities.
   i. Financial - Hilary has agreed to be the point person for Whitefish Financial.
   ii. Website - Admin rights to the server – Jody will do this. Brief discussion though about the Hungry Horse website and seek to model ours after this example.
   iii. Cell phone - voice to text → email to the board. Steve would take the phone.

Russ would like the website and phone situation updated and functioning by the next meeting.

b. **Directors & Officers Insurance Policy**

Marsh McLennan has reached out to Cincinnati and awaiting the quote. Really just Errors & Omissions coverage.

IX. Reports

a. **Operations** → just have an agreement with Hungry Horse / Martin City to cover us; don't yet have a report today, but we now have an operator. Did the BacT test in June, and have to do that again in July – but have the month to get it done.

b. **Financial report – Secretary to provide and review financial reports as of July 1, 2025**
Transferring all to WF Financial – will start with the July billing that had not yet been sent.
Info on the bill re the next meeting; ACH billing info; we won't be collecting the checks any longer -all sent right to WF Financial;
Clarification re policy for past due accounts. When they are 90 days – they get a shut off notice. As we move forward – more timely bills / payments accounted for and posted.
Meters to be read by the 25th and bills out by the 1st.

Discussion with Will Meyer and board about needing to get some standard policies in writing (example: two person check signing; billing structure; penalty for being late; what day does the water get shut off.) All in writing and on the website for all customers to see and be aware.

As there is a new board, need to get these systems in place. MAP has resources to help and have examples of policies that can be provided. Will provide some examples before the next meeting.

X. Time for Public Comment and Discussions - 5 min allotment / property owner.

Norm Nunnally – advised that he still wants to see documents such as the original construction documents from the engineers in the plans for the water system, the "as builts" for the system. Hilary responded that the board will work on this. (Check with A2Z on this)

Clarence Tabor – requesting a PA system, which he is willing to bring. Wants the Board members to all know their number for the positions. He does not see the generator as being an emergency item. Wants the district to undergo an audit. Wants to see the meter reading on the bills. Wants a survey as he insists there is a hydrant that was placed on his property and not on an easement. Asked that when reading meters, that we do not turn in a circle on the lawn. He is glad to see new faces on the Board; wants the Board to be more involved and wants the President to sit in the center of the panel.

XI. Correspondence and Additional Discussion

Board discussion with Will Meyer about getting a PER - engineer will come in and say yes you need a generator, need storage, don't have enough elevation.

Steve Fucci made a Motion to continue work toward getting the generator solved; Linda Parker seconded and all voted in favor.

Discussion with Will Meyer about GIS mapping offered by MAP. Will will bring this up to his manager. Will and Sasha can work together on that. The map of the system. Giving coordinates / mapped.

Steve Fucci made a Motion to adjourn this monthly board meeting; Russ Barnett seconded and all voted in favor.

XII. Adjournment 8:46pm

-- Board to announce the next General Meeting of the Board scheduled August 5, 2025, 7pm, at the Badrock Fire Department.