

**SUN PRAIRIE VILLAGE COUNTY WATER & SEWER DISTRICT**  
**MINUTES of June 14th, 2022**

The Public Hearing was opened at 6:31 PM by Roland Martin, Board President.

**MEMBERS PRESENT:** Roland Martin, President; Kevin Askeland, Vice-President; Keith Kallstrom

**STAFF PRESENT:** Janet Fulmer, General Manager/Board Secretary

**GUEST PRESENT:** See attached Sign-In Sheet for June 14th, 2022, Board Meeting

Roland Martin, Board President, addressed the public regarding the Resolution of the Sun Prairie Village County Water and Sewer District, Montana, Modifying and Generally Increasing Rates for User of the Water System and Sewer System, giving the floor to Janet Fulmer, General Manager to answer questions. A copy of the Affidavit of Publication by the Great Falls Tribune on the Notice of Rate Modification and Public Hearing was provided to the Board. Janet Fulmer advised the public of the grants and loan the District is receiving for the Wastewater Upgrade Project, and Reserves the District is required to put in place due to the grants received by funding agencies. Patty Hodson questioned the definition of grants and loans, and how long the District would be tied to the loan, which is a 40-year note. The average rate difference comes to between a \$10.00-\$15.00 per month increase. Patty Hodson questioned if the Reserves would ever go away, which will not be due to the requirements of the District to set aside monies into Replacement and Depreciation accounts per Project Letter of Conditions by funding agencies. Janet Fulmer advised the public the District does have the option to sign up for Budget Billing. Jerel Gustafson asked the Board why the District was doing the Wastewater Project, which Craig Nowak of Morrison Maierle gave a brief explanation. Kevin Askeland introduced the following resolution and moved its adoption: **RESOLUTION 17-2022. BE IT RESOLVED**, that, the Sun Prairie Village County Water and Sewer District Modify and Generally Increase Rates for the Users of the Water System and Sewer System, with full Resolution placed in file. Whereupon the motion or adoption of the foregoing resolution was seconded by Keith Kallstrom; and upon vote being taken thereon, the vote in favor of was unanimous.

Roland Martin, Board President closed the Public Hearing at 7:19 PM and the regular monthly board meeting was opened at 7:20 PM by Roland Martin, Board President.

The District's Board of Directors uses a Consent and Action Agenda for the Minutes and Financial Reports: Financial Statements, Restricted Fund Account Balance Report, Combined Cash Flow Statement, Accounts Payable and the Resolutions to transfer funds. The Board of Directors receives these items in advance of the meeting.

Roland Martin asked the Board Members if there were any comments, questions, or corrections regarding the Minutes of May 10th, 2022, Regular Meeting of the Board Minutes. Kevin Askeland moved to accept all minutes as presented, and Keith Kallstrom second the motion. With all Board Members in favor of, motion passed.

Roland Martin then gave the floor to Craig Nowak, Morrison Maierle. Craig provided update on the Wastewater System Improvement Project status, and due to material shipping issues, a stop work order would be requested by the contractor.

Alisha Lashley was present for the public hearing and continued to attend. Alisha stated her interest in the open position on the Board of Directors. Kevin Askeland moved to accept Alisha Lashley on the Board of Directors, and Keith Kallstrom second the motion. With all Board Members in favor of, motion passed.

Roland Martin asked the Board Members if there were any comments or questions regarding the financials: Unaudited Financials as of April 30th, 2022: No comments or questions. Restricted Fund Account Balance Report as of May 31st, 2022: No comments or questions. Kevin Askeland introduced the following resolution and moved its adoption: **RESOLUTION 18-2022. BE IT RESOLVED**, that, the Sun Prairie Village County Water and Sewer District transfer the sum of Ninety Thousand Dollars and No Cents (\$90,000.00) from the District's Sewer Fund Account (R&D) to be deposited into the District's Construction Account. Whereupon the motion or adoption of the foregoing resolution was seconded by Keith Kallstrom; and upon vote being taken thereon, the vote in favor of was unanimous. Kevin Askeland introduced the following resolution and moved its adoption: **RESOLUTION 19-2022. BE IT RESOLVED**, that, the Sun Prairie Village County Water and Sewer District transfer the sum of Seven Thousand One Hundred Seventeen Dollars and Twenty-Five Cents (\$7,117.25) from the Reservoir Maintenance Account to be deposited into the District's Operating Account. Whereupon the motion or adoption of the foregoing resolution was seconded by Keith Kallstrom; and upon vote being taken thereon, the vote in favor of was unanimous. Keith Kallstrom introduced the following resolution and moved its adoption: **RESOLUTION 20-2022. BE IT RESOLVED**, that, the Sun Prairie Village County Water and Sewer District transfer the sum of Three Thousand Six Hundred Eight Dollars and No Cents (\$3,608.00) from the Vehicle R&D Account to be deposited into the District's Operating Account. Whereupon the motion or adoption of the foregoing resolution was seconded by Kevin Askeland; and upon vote being taken thereon, the vote in favor of was unanimous. Combined Cash Flow Statement as of May 31st, 2022: No comments or questions.

Keith Kallstrom moved, and Kevin Askeland second the motion to accept financials as presented in the Consent Agenda. Motion passed.

Accounts Payable as of May 31st, 2022: Kevin Askeland introduced the following resolution and moved its adoption: **RESOLUTION 21-2022. BE IT RESOLVED**, that, the Accounts Payable statement of Operations & Maintenance bills in the amount of Forty-Nine Thousand Eight Hundred Thirty-Nine Dollars and Twenty-Five Cents (\$49,839.25), Construction bills in the amount of One Hundred Sixty-Five Thousand Four Hundred Ten Dollars and Eighty-Four Cents (\$165,410.84), and Equipment in the amount of Two Thousand Seven Hundred Fifty-Three Dollars and No Cents (\$2,753.00) to be paid. Whereupon the motion or adoption of the foregoing resolution was seconded by Keith Kallstrom; and upon vote being taken thereon, the vote in favor of was unanimous.

(All the above financials are placed in 2022 Board Meeting file records at the District, available upon request.)

This concludes the consent and action portions of the agenda.

Managers' Report for May 2022 was given verbally by Janet Fulmer, charts provided and placed in file.

#### **OLD BUSINESS:**

**Wastewater Improvement Project:** Keith Kallstrom moved to accept EJCDC Change Order No. One for Seven Thousand Seven Hundred Twenty-Nine Dollars and No Cents (\$7,729.00), and Kevin Askeland second the motion. With all Board Members in favor of, motion passed. Keith Kallstrom introduced the following resolution and moved its adoption: **RESOLUTION 22-2022. BE IT RESOLVED**, that, the Sun Prairie Village County Water and Sewer District receive from TSEP Thirteen Thousand Eight Hundred Seventy-One Dollars and Forty-One Cents (\$13,871.41), to make payment towards invoices provided on Draw #28 dated 6/10/2022. Whereupon the motion or adoption of the foregoing resolution was seconded by Kevin Askeland; and upon vote being taken thereon, the vote in favor of was unanimous. Keith Kallstrom introduced the following resolution and moved its

adoption: **RESOLUTION 23-2022. BE IT RESOLVED**, that, the Sun Prairie Village County Water and Sewer District receive from the State of Montana DNRC ARPA Grant Three Hundred Seventy-Seven Thousand Eight Hundred Thirteen Dollars and Fifty-Six Cents (\$377,813.56), to make payment towards invoices provided on Draw #28 dated 6/10/2022. Whereupon the motion or adoption of the foregoing resolution was seconded by Kevin Askeland; and upon vote being taken thereon, the vote in favor of was unanimous.

**NEW BUSINESS:**

***Liquid Engineering E-Tank and Clearwell Inspection Report: Scope of Work – Potable Water Reservoir Maintenance Contract #57513.*** Kevin Askeland moved to accept Proposal #57513 from Liquid Engineering for a total cost – maintenance contract in the amount of Eighteen Thousand One Hundred Forty-Five Dollars and No Cents (\$18,145.00), and Keith Kallstrom second the motion. With all Board Members in favor of, motion passed.

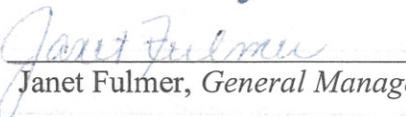
**OTHER BUSINESS:** None.

**PUBLIC COMMENT:** None.

Keith Kallstrom moved, and Kevin Askeland second the motion that the meeting be adjourned. Motion passed. Meeting as adjourned at 8:15 PM.

Signed:   
Roland Martin, *President*

Date 8-16-22

Attest:   
Janet Fulmer, *General Manager/Board Secretary*

