

SUN PRAIRIE VILLAGE COUNTY  
WATER & SEWER DISTRICT  
MINUTES of November 12th, 2019

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The regular monthly board meeting was opened at 6:30 P.M. by Roland Martin, Board President.

**MEMBERS PRESENT:** Roland Martin, Board President; Kevin Askeland, Vice President; Rick Matiska; Sharon Crachy; Dave Abbott

**STAFF PRESENT:** Janet Fulmer, General Manager; Linda Nelson, Office Clerk; Dave Crowe, Operator

**GUEST PRESENT:** Phyllis Kummer of 3 Prairie Dog Lane and landlord of 513 Roosevelt; Cindy Wilson

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 if there were any corrections to the Minutes of October 8th, 2019, Regular Meeting of the Board. Dave Abbott moved that the minutes be accepted as written, and Sharon Crachy seconded the motion. Motion passed.

Roland Martin asked the Board if there were any questions regarding the financials: The compiled financial statements un-audited September 2019: Kevin Askeland pointed out on the Statement of Income sewer income received is lower than expenses. Restricted Fund Account Balance Report as of October 31st, 2019: Janet Fulmer suggested to the Board to increase the required amount for RO Treatment Plant R&D from \$200,000 to \$450,000. Combined Cash Flow Statement as of October 31st, 2019: Roland Martin questioned the fuel for the generators, which is still over 75% and has had winterized diesel put in.

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

Accounts Payable as of October 31st, 2019: The following resolutions were made:

Kevin Askeland introduced the following resolution and moved its adoption: **RESOLUTION 22-2019. BE IT RESOLVED**, that, the Sun Prairie Village County Water and Sewer District transfer the sum of One Thousand One Hundred Five Dollars and No Cents (\$1,105.00) from the District's General Savings Account to be placed in the Districts Operating Checking Account #1013434 to make payment to the Districts Visa Card Account for PK Safety Supply Invoice #391748 dated 9/3/2019. Whereupon the motion for adoption of the foregoing resolution was seconded by Dave Abbott; and upon vote being taken thereon, the vote in favor of was unanimous.

Rick Matiska introduced the following resolution and moved its adoption: **RESOLUTION 23-2019. BE IT RESOLVED**, that, the Sun Prairie Village County Water and Sewer District transfer the sum of

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Cascade County, Rina Ft Moore - Clerk & Recorder



Fourteen Thousand Eight Hundred Thirty Six Dollars and Ninety Cents (\$14,836.90) from the District's Heavy Equipment Account to be placed in the Districts Operating Checking Account #1013434 to make payment to Kois Brothers Equipment Inc. Invoice #MT50961 dated 10/14/2019. Whereupon the motion for adoption of the foregoing resolution was seconded by Dave Abbott; and upon vote being taken thereon, the vote in favor of was unanimous.

Kevin Askeland introduced the following resolution and moved its adoption: **RESOLUTION 24-2019. BE IT RESOLVED**, that, the Sun Prairie Village County Water and Sewer District transfer the sum of Five Hundred Ninety-Nine Dollars and No Cents (\$599.00) from the District's Office Equipment Account to be placed in the Districts Operating Checking Account #1013434 to make payment to the Districts Visa Card Account. Whereupon the motion for adoption of the foregoing resolution was seconded by Rick Matiska; and upon vote being taken thereon, the vote in favor of was unanimous.

Dave Abbott introduced the following resolution and moved its adoption: **RESOLUTION 25-2019. BE IT RESOLVED**, that, the Sun Prairie Village County Water and Sewer District transfer the sum of Nine Thousand One Hundred Dollars and No Cents (\$9,100.00) from the District's Water R&D Account to be placed in the Districts Operating Checking Account #1013434 to make payment to Poncelet Excavating Statement dated 10/27/19. Whereupon the motion for adoption of the foregoing resolution was seconded by Kevin Askeland; and upon vote being taken thereon, the vote in favor of was unanimous.

Rick Matiska introduced the following resolution and moved its adoption: **RESOLUTION 26-2019. BE IT RESOLVED**, that, the Accounts Payable statement of Operations & Maintenance bills in the amount of Fifty-Two Thousand Two Hundred Twelve Dollars and Seventy-Four Cents (\$52,212.74), and Equipment bills in the amount of Nineteen Thousand Seven Hundred Eighty-Eight Dollars and No Cents (\$19,788.00) to be paid. Whereupon the motion for adoption of the foregoing resolution was seconded by Kevin Askeland; and upon vote being taken thereon, the vote in favor of was unanimous.

*(All the above financials are placed in 2019 Board Meeting file records at the District, available upon request.)*

This concludes the consent and action portions of the agenda.

The Managers Report for October 2019 was prepared and verbally given by Janet Fulmer; charts were provided; placed in file.

#### **OLD BUSINESS:**

Wastewater Planning Grant. Rick Matiska moved, and Kevin Askeland second the motion for Roland Martin, Board President to sign the commitment of funds in the amount of Two Hundred Fifty-Nine Thousand Dollars and No Cents (\$259,000.00) from the Districts Local Funds for the Wastewater System Improvements Project. Motion passed.

2020 Fiscal Year Budget. Dave Abbott introduced the following resolution and moved its adoption: **RESOLUTION 27-2019. BE IT RESOLVED**, that, the Sun Prairie Village County Water and Sewer District adopt FY2020 Budget as presented in the amount of Three Hundred Eighty-Three Thousand Nine Hundred Ninety-Four Dollars and Twenty Cents (\$383,994.20). Whereupon the motion for

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:**

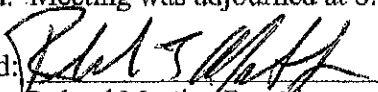
Office and Conference Room Flooring. Sharon Crachy is to check on warranty information before making final decision on the flooring.

**OTHER BUSINESS: NONE**

**PUBLIC COMMENT:**

Phyllis Kummer gave reference to Montana Code Annotated 2-6-1003 and 2-6-1006 regarding access to public and public information to all persons in a timely manner. Janet Fulmer stated she would try to have District Ordinances posted within the next 2 weeks.

Rick Matiska moved, and Kevin Askeland seconded the motion that the meeting be adjourned. Motion passed. Meeting was adjourned at 8:09 P.M.

Signed:   
Roland Martin, *President*

Date 12-10-19

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