

**SUN PRAIRIE VILLAGE COUNTY
WATER & SEWER DISTRICT
MINUTES of December 10th, 2019**

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

MEMBERS PRESENT: Roland Martin, Board President; Rick Matiska; Sharon Crachy

STAFF PRESENT: Janet Fulmer, General Manager; Dave Crowe, Operator

GUEST PRESENT: Craig Nowak of Morrison Maierle; Phyllis Kummer of 3 Prairie Dog Lane and landlord of 513 Roosevelt

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 November 12th, 2019, Regular Meeting of the Board. Sharon Crachy moved that the minutes be accepted as written, and Rick Matiska seconded the motion. Motion passed.

Roland Martin asked the Board if there were any questions regarding the financials: The compiled financial statements un-audited October 2019: Janet Fulmer pointed out the Sewer Replacement and Depreciation that the District will be reimbursing \$500.00 per month from the Water Replacement and Depreciation that was for the Water Improvement Project. Restricted Fund Account Balance Report as of November 30th, 2019: The RO Treatment Plant R&D will increase from \$200,000 to \$450,000 for amount required to have on hand as of January 1, 2020. Combined Cash Flow Statement as of November 30th, 2019: No questions or comments.

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

Accounts Payable as of November 30th, 2019. Rick Matiska questioned the use of Straight Flush Drain Solutions, which was for the cleaning of the backwash tank and also to have the lift stations pumped out. Sharon Crachy introduced the following resolution and moved its adoption: **RESOLUTION 28-2019. BE IT RESOLVED**, that, the Accounts Payable statement of Operations & Maintenance bills in the amount of Thirty-Nine Thousand One Hundred Sixty-Five Dollars and Nine Cents (\$39,165.09) to be paid. 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.

(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 November 2019 was prepared and verbally given by Janet Fulmer; charts were provided; placed in file.

OLD BUSINESS:

Wastewater Improvement Project. Craig Nowak discussed with the Board the EJCDC Exhibit I Limitations of Liability and would raise the amount to \$500,000.00. Rick Matiska introduced the following resolution and moved its adoption: **RESOLUTION 29-2019. BE IT RESOLVED**, that, the Sun Prairie Village County Water and Sewer District accept the Agreement Between Owner and Engineer for Professional Services for the Wastewater System Upgrades in the Amount of Three Hundred Forty-Seven Thousand Nine Hundred Eighty-Five Dollars and No Cents (\$347,985.00) pending Funding Agency Concurrence and Agreement Exhibit I amended to \$500,000.00. Whereupon the motion for adoption of the foregoing resolution was seconded by Sharon Crachy; and upon vote being taken thereon, the vote in favor of was unanimous.

Rick Matiska moved that the District accept the Professional Services Contract from Nittany Grantworks for Grant Administration, and Sharon Crachy second the motion. Motion passed.

Sharon Crachy moved that the District accept the Attorney-Client Agreement from Jardine, Stephenson, Blewett & Weaver for legal services, and Rick Matiska second the motion. Motion passed.

Rick Matiska moved that the District accept the Montana Department of Commerce Treasure State Endowment Program Contract #MT-TSEPIB-CG-21-829, and Sharon Crachy second the motion. Motion passed.

Office and Conference Room Flooring. Rick Matiska introduced the following resolution and moved its adoption: **RESOLUTION 30-2019. BE IT RESOLVED**, that, the Sun Prairie Village County Water and Sewer District have Contract Flooring remove and replace flooring in the front office and conference room for a total not to exceed Four Thousand Seven Hundred Eighty-Eight Dollars and No Cents (\$4,788.00). Whereupon the motion for adoption of the foregoing resolution was seconded by Sharon Crachy; and upon vote being taken thereon, the vote in favor of was unanimous.

NEW BUSINESS: NONE

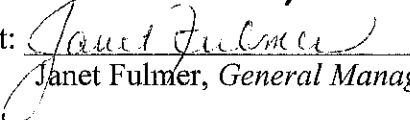
OTHER BUSINESS: NONE

PUBLIC COMMENT:

Phyllis Kummer asked the Board if a known amount of rate increase would be due to the Wastewater Improvement Project, which at this time is not exactly known.

Rick Matiska moved, and Sharon Crachy seconded the motion that the meeting be adjourned. Motion passed. Meeting was adjourned at 7:57 P.M.

Signed:  Date 1-21-2020
Roland Martin, *President*

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