

**SUN PRAIRIE VILLAGE COUNTY WATER & SEWER DISTRICT
MINUTES of March 10th, 2020**

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; David Abbott

STAFF PRESENT: Janet Fulmer, General Manager

GUEST PRESENT: Kelly Manzer

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 February 11th, 2020, Regular Meeting of the Board. Rick Matiska moved that the minutes be accepted as written, and Kevin Askeland seconded the motion. Motion passed.

Roland Martin asked the Board if there were any questions regarding the financials: The compiled financial statements un-audited January 2020: No questions or comments. Restricted Fund Account Balance Report as of February 29th, 2020: No questions or comments. Combined Cash Flow Statement as of February 29th, 2020: No questions or comments.

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

Accounts Payable as of February 29th, 2020. Kevin Askeland introduced the following resolution and moved its adoption: **RESOLUTION 05-2020. BE IT RESOLVED**, that, the Accounts Payable statement of Operations & Maintenance bills in the amount of Forty Thousand Nine Hundred Eighty-Seven Dollars and Thirty-Three Cents (\$40,987.33) and Equipment bills in the amount of Nine Hundred Dollars and No Cents (\$900.00) to be paid. 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.

(All the above financials are placed in 2020 Board Meeting file records at the District, available upon request.)

This concludes the consent and action portions of the agenda.

CHANGE TO PRINTED AGENDA:

Douglas Wilson and Company, PC 2019 Annual Audit Contract. The Board was given the letter and Standard Audit Contract from Douglas Wilson & Company for review. Rick Matiska introduced the following resolution and moved its adoption: **RESOLUTION 06-2020. BE IT RESOLVED**, that, the Sun Prairie Village County Water and Sewer District accept the Standard Audit Contract with Douglas Wilson and Company, PC of Great Falls, MT to prepare the Districts Annual Audit for 2019 for no more than Eight Thousand Five Hundred Dollars and No Cents (\$8,500.00). 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. The Managers Report for February 2020 was prepared and verbally given by Janet Fulmer; charts were provided; placed in file.

OLD BUSINESS:

Wastewater Improvement Project: Email was received by Janet Fulmer from Craig Nowak of Morrison Maierle, which the Board received copy of regarding status report on the Wastewater system upgrade project. January 2020 Invoicing was also provided to the Board from Morrison Maierle. Rick Matiska introduced the following resolution and moved its adoption:

RESOLUTION 07-2020. BE IT RESOLVED, that, the Sun Prairie Village County Water and Sewer District request funds from TSEP in the amount of Three Thousand Six Hundred Two Dollars and Ninety-Five Cents (\$3,602.95) to make payment to Morrison Maierle Invoice #207091 dated 1/31/2020 in the amount of Three Thousand Six Hundred Two Dollars and Ninety-Five Cents (\$3,602.95). 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.

A letter with attached Term Sheet from Montana Board of Investments regarding the INTERCAP Program was provided to the Board whereby the Department of Commerce is willing to make a \$1,335,000.00 loan to the District as interim financing for the Wastewater system upgrade project.

Pumphouse Main Water Line and Pumps. Janet Fulmer had contacted Poncelet regarding repair to the pumphouse main water line, which was referred to Central Plumbing and Heating. The Board discussed the proposal the District had reviewed at the February 11th, 2020 Board Meeting. Rick Matiska introduced the following resolution and moved its adoption:

RESOLUTION 08-2020. BE IT RESOLVED, that, the Sun Prairie Village County Water and Sewer District have Central Plumbing and Heating replace the 8" DI spools and tee in the pumphouse for no more than Ten Thousand Nine Hundred Forty-Six Dollars and No Cents (\$10,946.00). 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:

Fire Hydrants and Main Water Valves – Valve Exerciser. The Board discussed and wish to have further information regarding exercisers for the hydrants and valves. Janet Fulmer to provide pricing at later Board Meeting.

OTHER BUSINESS:

Ordinance No. 1-93 Enforcement Action and Grievance Procedure. Tabled.

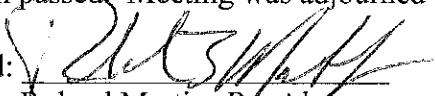
Ordinance No. 91-1 Water Service Charges. Tabled

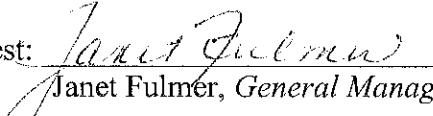
Montana Rural Water Systems, Inc. 41st Annual Conference & Exhibition Show. The Board was advised of the upcoming conference and banquet from March 25-27, 2020.

PUBLIC COMMENT:

Kelly Manzer made comment that attending the District Board Meeting was informative, refreshing to watch a Board following Roberts Rules of Order, and was a pleasure attending.

Kevin Askeland moved, and Rick Matiska seconded the motion that the meeting be adjourned. Motion passed. Meeting was adjourned at 7:31 P.M.

Signed:  Date 5-12-20
Roland Martin, President

Attest: 
Janet Fulmer, General Manager and Board Secretary