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SEP 19 2019

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SUN PRAIRIE VILLAGE COUNTY
WATER & SEWER DISTRICT
MINUTES of July 23rd, 2019

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AUG 19 2019
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The 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; Dave Abbott

STAFF PRESENT: Janet Fulmer, General Manager; Eric Bucher, Operator; Linda Nelson, Office Clerk

PUBLIC PRESENT: Craig Nowack of Morrison Maierle

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 June 11th, 2019, Regular Meeting of the Board. Kevin Askeland moved that the minutes be accepted as written, and Rick Matiska seconded the motion. Motion passed.

Roland Martin asked the Board to allow Craig Nowack of Morrison Maierle to speak on the Wastewater Planning Grant. Board approved. Craig Nowack advised the Board of his speaking with Laura Sattler regarding funding from RD and he is working on completing that application. TSEP has specific start up conditions that must be met before funds would be approved, which Craig and Janet are working together to get those conditions met. Craig discussed the EJCCD document to the Board and asked if the Board would wish to have Morrison Maierle prepare that, which was approved by all attended Board members.

Roland Martin asked the Board if there were any questions regarding the financials: The compiled financial statements un-audited May 2019: No questions or comments. Restricted Fund Account Balance Report as of June 30th, 2019: Janet Fulmer to add note regarding fixed asset reserves. Combined Cash Flow Statement as of June 30th, 2019: No questions or comments.

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

Accounts Payable as of June 30th, 2019: Kevin Askeland questioned payment to ECI Corporate Headquarters which is the company that took over the SCADA contract. Roland Martin questioned the payment to Liquid Engineering, which is contracted to clean the clearwell and elevated tanks. Dave Abbott introduced the following resolution and moved its adoption: **RESOLUTION 15-2019. BE IT RESOLVED**, that, the Accounts Payable statement of Operations & Maintenance bills in the amount of Forty-Eight Thousand Nine Hundred Twenty-Seven Dollars and Thirty-Nine Cents (\$48,927.39) 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.

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Total Pages: 2 R 0.00 By: tmarch 08/19/2019 06:50:02 AM
Cascade County, Rina Ft Moore - Clerk & Recorder



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

OLD BUSINESS:

Wastewater Planning Grant. Craig Nowack provided update and beginning of meeting.

2018 Annual Audit with Douglas Wilson & Company, P.C. Kevin Askeland moved, and Dave Abbott seconded the motion to accept Financial Statements as of December 31, 2018 by Douglas Wilson & Company, PC. Motion passed. Kevin Askeland introduced the following resolution and moved its adoption: **RESOLUTION 16-2019. BE IT RESOLVED**, that, the Sun Prairie Village County Water and Sewer District transfer the sum of Eight Thousand Five Hundred Dollars and No Cents (\$8,500.00) from the District’s General Savings Account to be deposited in the Operating and Maintenance, Cash in Bank Account for the purpose of paying for the 2018 audit to Douglas Wilson and Company, PC of Great Falls, MT. 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.

Water / Wastewater Jetting & Cleaning. Janet Fulmer asked Straight Flush Drain Solutions for quote to do comparable with quote from Nash Enterprises. Kois Brothers has the sewer jetter for repairs and estimate received for \$13,649.00. The Board asked for Kois Brothers to also train the operators on using the sewer jetter and having a 500 foot hose and reel supplied. Therefore, Kevin Askeland moved, and Dave Abbott seconded the motion to have the sewer jetter repaired, 500 foot hose and reel, and training of operators for the estimate amount or amount up Twenty Thousand Dollars and No Cents (\$20,000.00). Motion passed.

NEW BUSINESS:

Commercial Water Usage. Janet Fulmer advised the Board of the previous month water usage by Tuffys Sunset Inn, and that the District needs assistance with getting a commercial usage rate into effect. Janet is to ask Dan Kramer with Montana Rural Water to assist the District in preparing a rate structure for beginning with the 2020 Fiscal Year.

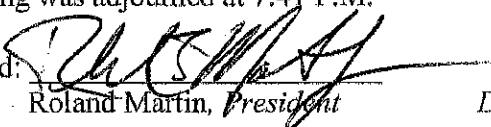
OTHER BUSINESS:

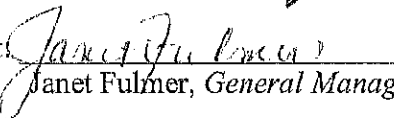
Operating Rules of the Board of Directors for the Sun Prairie Village County Water and Sewer District. Two readings were performed, passed.

PUBLIC COMMENT: NONE

Kevin Askeland moved, and Dave Abbott seconded the motion that the meeting be adjourned. Motion passed.

Meeting was adjourned at 7:41 P.M.

Signed:  Date 8-12-19
Roland Martin, *President*

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