

**SUN PRAIRIE VILLAGE COUNTY WATER & SEWER DISTRICT
MINUTES of April 12th, 2022**

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

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

STAFF PRESENT: Janet Fulmer, General Manager/Board Secretary

GUEST PRESENT: Craig Nowak with Morrison Maierle; Josh Horton and Mark Finnicum with Stifel, H&F Financial Group

Roland Martin asked if the Board approved of Stifel and Morrison Maierle to give their presentations before the normal agenda procedure.

Josh Horton with Stifel advised the Board of the current economy and how it's affecting the government bonds, CD's and the market, as to why Fixed Investments have had losses, but would not affect the overall amount of the invested monies. Janet Fulmer advised Stifel of the Resolution that would be forwarded to their office upon Board approval, and the Districts need to withdraw funds over the next few months to cover costs related to the wastewater upgrade construction.

Craig Nowak with Morrison Maierle provided the Board with a status update of the Wastewater Upgrade Construction. He also advised the Board of the contract the Board has with Terracon, which copy of proposal is included in the Wastewater Improvement Project.

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 March 15th, 2022, Regular Meeting of the Board Minutes. Kevin Askeland moved to accept all minutes as presented, and David Abbott 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 February 28th, 2022: No comments or questions. Restricted Fund Account Balance Report as of March 31st, 2022: Presentation by Stifel, H&F Financial Group earlier in the meeting. No comments or questions on report. David Abbott introduced the following resolution and moved its adoption: **RESOLUTION 09-2022. BE IT RESOLVED**, that, the Sun Prairie Village County Water and Sewer District transfer the sum of Fifty Thousand Dollars and No Cents (\$50,000.00) 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 Kevin Askeland; and upon vote being taken thereon, the vote in favor of was unanimous. Combined Cash Flow Statement as of March 31st, 2022: No comments or questions.

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

Accounts Payable as of March 31st, 2022: David Abbott introduced the following resolution and moved its adoption: **RESOLUTION 10-2022. BE IT RESOLVED**, that, the Accounts Payable statement of Operations & Maintenance bills in the amount of Forty-Six Thousand Two Hundred Thirteen Dollars and Seventy Cents (\$46,213.70), Construction bills in the amount of Nineteen Thousand One Hundred Eighty-Seven Dollars and Eighty-One Cents (\$19,187.81), and Equipment in the amount of Four Hundred Ninety-Nine Dollars and No Cents (\$499.00) to be paid. 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.

(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 March 2022 prepared by Janet Fulmer with verbal highlights given by Janet Fulmer, charts provided and placed in file.

OLD BUSINESS:

Wastewater Improvement Project: Craig Nowak with Morrison Maierle gave status update after Stifel. The Board received a copy of the Proposal for Special Inspection and Construction Materials Testing Services from Terracon, as well compaction report and field density test. Kevin Askeland introduced the following resolution and moved its adoption: **RESOLUTION 11-2022. BE IT RESOLVED**, that, the Sun Prairie Village County Water and Sewer District receive from TSEP Nine Thousand Fifty Dollars and Sixty-Six Cents (\$9,050.66), to make payment to Morrison Maierle Invoice #000224460 and Nittany Grantworks Services July 2021 – March 2022. 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. David Abbott introduced the following resolution and moved its adoption: **RESOLUTION 12-2022. BE IT RESOLVED**, that, the Sun Prairie Village County Water and Sewer District receive from TSEP Sixty-Nine Thousand One Hundred Twelve Dollars and Twelve Cents (\$69,112.12), to make payment to Central Excavation Contractor's Application for Payment No. 1 and Gross Receipts Tax to MT Dept of Revenue. 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.

2022 FYE Annual Budget: With the Wastewater Upgrade Project being awarded, Janet Fulmer has a meeting scheduled with Bond Counsel to prepare rate structure and budget for remaining 2022 to present to the Board.

2022 Board Election: Janet Fulmer is waiting for certification from Cascade County Elections office as to Board Members, Roland Martin and David Abbott were the only 2 individuals to file, therefore no election will be held.

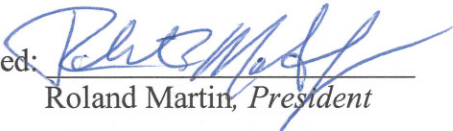
NEW BUSINESS:

Maguire Iron, Inc. Contract for \$12,500.00: The Board reviewed the Contract for Services from Maguire Iron, Inc. After discussion, the Board requested to find an inspector that would certify the work completed before accepting the contract.

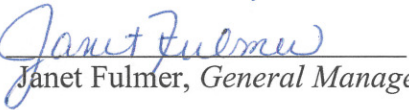
OTHER BUSINESS: None.

PUBLIC COMMENT: None.

Keith Kallstrom moved, and Kevin Askeland second the motion that the meeting be adjourned. Motion passed. Meeting as adjourned at 8:06 PM.

Signed: 
Roland Martin, *President*

Date 5-10-22

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