

SEELEY LAKE WATER DISTRICT
MONTHLY BOARD MEETING
April 30, 2020

Attendance:

Charlie Hahn	President	PRESENT
Todd Johnson	Vice President	PRESENT
Kris Martin	Director	PRESENT
Chris Lorentz	Director	PRESENT
Freda Rathbun	Director	PRESENT
Vincent Chappell	General Manager	PRESENT
Felicity Derry	Office Manager	PRESENT
Tammy Lewis	Operator	PRESENT

OPENING:

The meeting was brought to order at 5:30pm via conference call due to COVID-19.

PUBLIC COMMENTS:

None.

MINUTES:

February 27, 2020

These minutes will be presented at the next meeting.

FINANCIAL REPORTS:

January 2020

The January 2020 financial reports were being reviewed again, as the monthly amortization and depreciation had changed once the auditor had sent the adjustments. The changes had been highlighted for the Board to review.

February 2020

Chappell noted that the Water Sales income was a little bit higher than usual. The total Operations income was \$19,973. The Operating expenses were quiet and totaled \$22,095. The overall income for month was \$6,280.

The transfer to the DNRC Loan Payable account was not made while Derry was on vacation, but would be caught up next month. Johnson had reviewed the bank and credit card statements, the

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check detail and the adjustment journal, which all looked good.

March 2020

Chappell noted that the Water Sales income for the month was \$17,700, which was pretty good for spring. The adjustments looked really bad due to a computer error, which mistakenly charged a customer \$2,000. This had been reviewed by Johnson. The Operating income was approximately \$17,000. Due to COVID-19 it had been a quiet month, so the Operating expenses were low at \$22,700. The overall income for March was \$2,556. There would be two transfers to the DNRC loan payable account next month to catch that account up. The bank and credit card statements, the adjustment journal and checking detail had been reviewed and looked good.

Johnson moved to accept the January, February and March 2020 Financial Reports. Freda Rathbun seconded the motion, which was then passed unanimously.

DELINQUENCY REPORT:

April 2020

Chappell noted that due to the Governor's recent COVID-19 Directive, utilities were not permitted to charge late fees or turn off water on delinquent accounts. Past due accounts were still being contacted to encourage them not to fall too far behind.

OPERATIONS REPORT:

Chappell noted that it had been a strange year so far. The office was closed to public access, although the District was still working as normal. People had been requesting their water be turned on, to get away from COVID. There will be a loss of revenue from the lack of late fees. The gate will remain closed for another couple of weeks while the snowbirds were returning, but after that the office should be able to reopen.

General maintenance was performed on the plant and pumphouse. There had been lots of requests to turn on the water for snowbirds early this year. The County had graded the road yesterday. A couple of properties had leaks, which had been fixed. So far, none of us have caught COVID-19.

The water loss report had jumped up to 510,000 gallons from 380,000 gallons. There was an issue on the north end of the system, so leak detection would start soon. Overall, everything looked pretty good.

Lorentz moved to accept the March and April Operations Report. Martin seconded the motion, which was then passed.

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OLD BUSINESS:

Meters - Update

Chappell informed the Board that due to COVID this summer would not be a good time to be installing meters in homes. 60% of the meters were in homes or businesses. The health of employees and customers should not be put at risk. Especially as many of the District's customers were elderly.

The options were that the District could nurse the current meters through, but commit to a company for the purchase of the new meter system and wait until next spring to purchase them. Alternatively, the District could rebid it at the end of the year and see if the prices had improved. Also, with the state of the economy it might be best not to spend \$150,000 at this point. The current meter system should be able to make it through until next year. In the worst-case scenario, the District could borrow another community's equipment to read the meters. The Board discussed the options.

Martin moved to rebid the meters in November. Johnson seconded the motion, which then passed.

2000 Pickup

Chappell noted that an estimate to fix the green truck had been circulated to the Board. The truck was used to pick up chemicals, as that was far cheaper than having them delivered. Chappell had been looking for a used truck with about 50,000 miles and had found one, but it was sold two hours before he got there. Chappell requested that the Board advise him as to how much to spend on a replacement truck.

The Board agreed to not repair the green truck and discussed the options to replace it. Chappell would research leasing and keep looking for a vehicle.

Lorentz questioned if the ownership of the main to the US Forest Service had been identified. Chappell explained that the US Forest Service were out of the office for COVID-19 and had been unable to meet.

NEW BUSINESS:

None

CORRESPONDENCE:

None

NEXT SCHEDULED MEETING:

The next Board meeting is scheduled for May 28, 2020.

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ADJOURNMENT:

Hahn moved to adjourn the meeting at 6:07pm. Lorentz seconded the motion, which then passed.

Attest

Charlie Hahn, President

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Vince Chappell, General Manager