

SEELEY LAKE WATER DISTRICT
MONTHLY BOARD MEETING
November 29, 2022

Attendance:

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

OPENING:

Johnson moved to open the meeting. Martin seconded the motion and Hahn called the meeting to order at 5:33pm. The meeting was held at the Water District Plant, 281 Rice Ridge Road, Seeley Lake, MT.

PUBLIC COMMENTS:

None.

MINUTES:

October 27, 2022

Martin moved to approve the October 27, 2022 minutes of the Regular Board Meeting as presented. Lorentz seconded the motion, which was then passed.

FINANCIAL REPORTS:

September

Johnson noted that he had reviewed the financial reports with Chappell. The Water Sales income had been good. The Chemical Expense was higher due to the purchase of poly, which pushed that expense over budget. The Office Supplies expense was elevated, as it included two months of bills. For the month, Operations showed a profit of approximately \$2,200. Once Debt Retirement was added there was a profit of close to \$11,000.

The DNRC Loan Payable account had increased and Accounts Payable showed a credit, due to the prepayment of the winter propane.

Johnson had reviewed all of the accounts and statements, which all looked good.

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Seeley Lake – Missoula County Water District

October 2022

Johnson noted that the Water Sales income had dropped in October, as expected, but should still reach the budgeted amount of \$305,000 for the year. The Operating expenses had been kept low. There had been some district maintenance digs, causing Construction Services to show a loss for the month. Overall, including Debt Retirement, there was a profit of approximately \$7,000.

The DNRC Loan payable account had sufficient funds to pay the January 1, 2023 loan payments. Accounts Payable still showed a credit. Johnson had reviewed all of the accounts, which were all in order.

Johnson moved to accept the September & October 2022 Financial Reports as presented. Lorentz seconded the motion, which was then passed.

DELINQUENCY REPORT:

November 2022

Chappell reviewed the Delinquency Report for the Board.

Martin moved to accept the November 2022 Delinquency Report. Johnson seconded the motion, which was then passed.

OPERATIONS REPORT:

November October 2022

Chappell informed the Board that the meter project was now complete. The old meters were sorted and packed away and had been replaced on the shelf by the new Kamstrup meters. The photos taken of each service line during the meter project were uploaded to the computer. DEQ had a new lead service line requirement. Although the District had no lead service lines, all of the lines in the District have to be inventoried for this DEQ report. Chappell had been working on this. General plant maintenance was performed. The sump pump had broken in the plant, the replacement pump had arrived and would be installed shortly.

Chappell had worked on year-end paperwork and budgets. There had been a couple of call outs for frozen lines on the customer's side. The heaters in the lower chlorine station had failed. The chlorine had eaten through the connections and one had started to smoke. New heaters were ordered and had been installed. There was discussion on moving the location of the heaters to remove them from the corrosion caused by the chlorine.

Chappell noted that the Water Loss was down to 680,000 gallons in October. One of the digs under Construction Services was to fix the leaks at the trailer court, which had been running for quite some time.

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Lorentz moved to accept the November 2022 Operations Report. Martin seconded the motion, which was then passed.

OLD BUSINESS:

USFS Update

Chappell had put together the information that Quinn had requested at the previous meeting. Chappell had dropped it off on Quinn's desk and was waiting to hear back from him.

NEW BUSINESS:

Bond Payments

Chappell noted that the January 1, 2023 bond payment required Board approval at this meeting to ensure that they were mailed on time. The total for both payments was \$110,207.50.

Johnson moved to approve the bond payments. Martin seconded the motion, which was then passed.

2023 Budget

Chappell had compiled and circulated two budgets. Chappell then reviewed the items that had been adjusted in the 2023 budget. The Board discussed the changes and the need to change insurance carriers with Chappell. Chappell noted that the second budget included a 5% rate increase and outlined how that would lower the loss for Operations in 2023, as well as beginning to prepare for the probable rate adjustment once the bonds were paid off in 2029. Discussion followed on a rate increase and the Board agreed that Chappell should prepare budgets with a 2% and 2.5% rate increase to review at the next meeting.

CORRESPONDENCE:

MACo Insurance

Chappell noted that MACo had informed the District that they would longer be covering special districts as of June 2023. Work would begin to find a new insurance company. Discussion followed on how to move forward.

EXECUTIVE SESSION:

Personnel

The Executive Session commenced 6:08pm and was recessed at 6:17pm.

NEXT SCHEDULED MEETING:

The next Board meeting was scheduled for December 29, 2022.

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Regular Monthly Meeting

Seeley Lake – Missoula County Water District

ADJOURNMENT:

Johnson moved to adjourn that meeting at 6:22pm. Lorentz seconded the motion, which was then passed.

Attest

Charles Hahn, President

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Vince Chappell, General Manager