

**SEELEY LAKE WATER DISTRICT**  
**MONTHLY BOARD MEETING**

January 28, 2007

**Attendance:**

Walter Hill	President	<b>PRESENT</b>
Glen Morin	Vice-President	<b>PRESENT</b>
Kim Grover	Director	<b>PRESENT</b>
Todd Johnson	Director	<b>PRESENT</b>
Charlie Hahn	Director	<b>PRESENT</b>
Vincent Chappell	General Manager	<b>PRESENT</b>
Felicity Derry	Secretary	<b>PRESENT</b>

**OPENING:**

The meeting was brought to order at 5:35 pm at the Water District.

**PUBLIC COMMENTS:**

None

**MINUTES OF DECEMBER 17, 2007:**

Hill requested that Page 9 under Correspondence read “the Board agreed to this request.”

Grover moved to accept the minutes with the discussed amendments, and Morin seconded the motion which was then passed.

**FINANCIAL REPORTS:**

**December 2007 Financial Report**

Johnson reported that water sales income surpassed the budget, as did the majority of the categories. Increased testing had raised the testing expense, also the utilities were higher. The meter expense adversely skewed the bottom line, otherwise it would have been \$20,000 to the positive. Chappell said he would explore the bottom line with the auditor. Hill requested that Chappell double check to make sure the 2008 budgeted amount for PERS is enough.

The Board discussed paying down the DNRC loan (3.0%) while still building up the Capital Projects Account#6410 to cover out of pocket costs for the project. The radio meter loan’s interest rate

(5.40%) is higher than what is being paid on the First Valley Bank accounts (3.50%). Hill suggested transferring \$25,000 from Filter Payment Account#32969 to Capital Projects Account#6410 and paying \$50,000 against the note.

Johnson moved to transfer \$25,000 from Filter Payment Account#32969 to Capital Projects Account#6410 and paying \$50,000 against the note, Hahn seconded the motion which was then passed.

The Board discussed paying off the higher interest rate radio meter loan instead of the DNRC loan.

Johnson moved to amend the previous motion to pay off the radio meter loan, providing there is no prepayment penalty; if there is a prepayment penalty to revert to the previous motion and pay down the DNRC loan, and Grover seconded the motion which was then passed.

Johnson concluded by saying that all of the reports looked good and there was nothing out of the ordinary.

Johnson moved to accept the financial reports, and Grover seconded the motion which was then passed.

### **DELINQUENCY REPORT:**

<b>ACCOUNT</b>	<b>STATUS</b>	<b>TOTAL BALANCE</b>
97	PAID IN FULL	\$ -
140	PAID IN FULL	\$ -
191	PAID IN FULL	\$ -
220	PARTIAL PAYMENT	\$ 30.57
224	PAID IN FULL	\$ -
241	PAYMENT ARRANGEMENTS	\$ 46.61
241-02	FINAL BILL	\$ 47.00
254	PAID IN FULL	\$ -
255	PAID IN FULL	\$ -
304	PAID IN FULL	\$ -
307	PARTIAL PAYMENT	\$ 8.08
316	PAID IN FULL	\$ -
332	PAID IN FULL	\$ -
348	PAYMENT ARRANGEMENTS	\$ 98.16
363	FILED IN COURT	\$ 262.93
365	PARTIAL PAYMENT	\$ 129.78
369	TURNED OFF FOR WINTER	\$ 61.12

374	PAYMENT ARRANGEMENTS	\$ 39.54
380*	LIENED	\$ 270.14
424	PAID IN FULL	\$ -
456	PAID IN FULL	\$ -
461	TURNUED OFF	\$ 378.86
485	SCHEDULED FOR TURN-OFF	\$ 76.96
513	PARTIAL PAYMENT	\$ 35.25
559-01	PAYMENT ARRANGEMENTS	\$ 50.64
569	PAYMENT ARRANGEMENTS	\$ 37.85
586	PAID IN FULL	\$ -
586-04	FILED IN COURT	\$ 165.70
589	PAID IN FULL	\$ -
594	PAID IN FULL	\$ -
634	PAID IN FULL	\$ -
654	PAYMENT ARRANGEMENTS	\$ 37.61
656	PAID IN FULL	\$ -
693	PAID IN FULL	\$ -
<b>TOTAL</b>		<b>\$ 1,469.05</b>
*	DEBT TOTAL (INCLUDED ABOVE)	<b>\$ 270.14</b>
	STATE LEASE (NOT INCLUDED)	<b>\$ 17,898.76</b>

**December 2007**

Johnson moved to accept the delinquency report, and Grover seconded the motion which was then passed.

**OPERATIONS REPORT:**

Chappell informed the Board of the following:

1. The turbidity meter was fixed.
2. Completed work in the plant.
3. Worked with Dan Lozar and asked him to research some other grants possibilities.
4. Tammy worked on the maps.
5. Fixed the fire hydrant that the Energy Partners truck backed in to.

Chappell has spoken to Matt Boulanger and Pat O'Herren (Missoula County Rural Development) who are exploring writing an appropriation for Seeley Lake water and sewer. This might mean meeting with the lobbyist and or going to Washington.

Chappell requested Board approval to spend \$2,200 to replace 3 broken parts (\$700 each) of the chemical mixer.

Grover moved to purchase the parts for the mixer, Johnson seconded the motion which was then passed.

The loss report is not looking good. Chappell suspects that there are leaks downtown that have not been detected. Robert Harman's house is vacant and had usage of 500,000 gallons, it was turned off immediately. Chappell informed the Board that the owner had done all he could to fix the problem after the leak in 2006; however none of the heat tapes were working. He was not negligent and will be writing a letter to ask the Board to write off the excess charges.

The water usage report shows that 255 acre feet were used out of the allotted 350. Hill requested that Chappell check with Bob Skiles to see if the anonymous owner of the 400 acre feet water right has a figure in mind.

Grover moved to accept the operations report, Hahn seconded the motion which was then passed.

## **OLD BUSINESS**

### **a. Project Update**

#### **i. TDH Contract**

Chappell is working on getting a signed original contract for the files. TD&H has finally added the TSEP conditions to the contract. This needs to be signed tonight and dated December 17, 2007, the date of the original contract, to ensure that the District can be reimbursed from the beginning of the contract. Hill signed and dated the TSEP conditions.

#### **ii. TDH Invoice**

Chappell informed the Board that an invoice from TD&H had been received for work on the Airport Road project. Kim Hayes requested that the prices in the invoice be checked against the corresponding amounts in the contract, which will be done. This invoice needs to be approved. It will be paid out of pocket until TSEP startup conditions have been met, and then TSEP will reimburse the District.

Morin moved to approve the invoice, Hahn seconded the motion which was then passed.

#### **iii. District Boundary Map Update**

The District map is being reviewed by the County Commissioners for final approval.

iv. Bridge Project

Chappell informed the Board that according to the schedule the final design should have been completed on Friday January 25, 2009. Dan Lozar hoped to have the final design ready tomorrow Tuesday January 29, 2008. Hill will send Dan an email regarding this matter. Once it is completed Chappell will review the plans before it is submitted to DEQ. Kim Hayes requested that the budget Dan Lozar submitted be redone showing more detail.

v. Haloacetic Acid Test

Chappell reported that the District had passed the Haloacetic Acid test by 0.25%. Even though they were not required to advertise the results they will be in the Pathfinder for information purposes.

b. State Lands Update

Chappell summarized the letter to the Board. The State is basically going to pay both debt charges, but no late fees and miscellaneous charges. They propose that future bills be paid annually in arrears. The Board discussed this matter and found the State's proposal to be agreeable. Hill recommended that this be in the form of a legal document for the Board to sign.

Hill moved to have the State's Attorney draw up the agreement for the State to pay annually in arrears which the Board will sign; Johnson seconded the motion which was then passed.

## **NEW BUSINESS:**

### **Plant Repairs**

This was covered in the operations report.

### **DEQ**

Chappell requested an approval to pay the annual bill from DEQ in the amount of \$1,100. Hill questioned what services this bill paid covered. The Board agreed that a letter should be written requesting clarification as to what this money is used for before the bill is paid.

Grover motioned to write a letter to DEQ questioning this bill; Hill seconded the motion which was then passed.

## **CORRESPONDENCE:**

Montana Department of Revenue, Property Assessment Division sent a letter informing the District that they can not help and will not give an assessed value on the properties as we requested. They stated that they did not have time for this matter.

Chappell asked the Board if the RJ Marketing website was still under consideration. Hill commented because the District's site will not be built independently of the Community Council's site that Chappell call RJ Marketing and direct him to contact John Haufler, Community Council and coordinate with him.

Chappell requested that the Board allow him to attend the Construction Expo in Las Vegas with Gary Lewis, the entrance fee is \$40 and he would be riding with Gary and Dick Lewis. The Board agreed that Chappell should attend the conference Con Expo in Las Vegas.

Chappell informed the Board that he hurt his back opening the tank lids. Chappell filled out the Work Comp forms and thinks it will go back to the claim for his old injury. Chappell went to a doctor in Missoula, he thought seeing Grover might be a conflict of interest. Chappell's disk is out of alignment and has herniated.

**NEXT REGULARLY SCHEDULED MEETING:**

The next regular board meeting will be held on February 25, 2008, at the Water District Plant.

**ADJOURNMENT:**

Morin made a motion to adjourn the meeting at 7:38pm

Attest:

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Walter Hill, President

-And-

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Vincent Chappell, General Manager

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