

# HILL COUNTY WATER DISTRICT

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## JANUARY 2017 AGENDA

**Wednesday, January 4, 2017 - 7:30 p.m.** at the District's shop/office at 104 Second Street at Hingham, Montana.

Recognition of visitors; Public comments, limited to any matter not on this agenda and within the jurisdiction of the District Board; 3-minute time limit per speaker.

Call to order and approval of minutes of previous meeting.

OLD BUSINESS:

OTHER OLD BUSINESS:

NEW BUSINESS:

1. Employee Report
2. Audit Report

OTHER NEW BUSINESS:

OTHER:

1. Delinquencies
2. Bills

**NEXT REGULAR MEETING – February 1, 2017 at 7:30 p.m.**

## MINUTES OF THE REGULAR MEETING OF THE HILL COUNTY WATER DISTRICT

The regular meeting of the Hill County Water District was held on December 7, 2016, at the District's shop/office at Hingham, Montana.

**RECOGNITION OF VISITORS:** No visitors were present.

### **CALL TO ORDER:**

The meeting was called to order at 7:30 p.m. by Vice President Lowell Strissel, who acted as Chairman. All board members were present except Dave Jones and Larry Fossen and the chairman declared a quorum present. Also present were Secretary Tammy Pike and Manager Scott Decker.

**PUBLIC COMMENTS:** No other members of the public were present or made any comments.

### **APPROVAL OF MINUTES FROM PREVIOUS MEETINGS:**

The Chairman asked for corrections or additions to the minutes of the October 26, 2016 regular board meeting previously received by all board members. On motion by Rob Moog, seconded by LaNay Kapperud, the Board approved the minutes of the October 26, 2016 regular board meeting.

### **OLD BUSINESS:**

None.

### **OTHER OLD BUSINESS:**

None.

### **NEW BUSINESS:**

**EMPLOYEE REPORTS:** Scott Decker reported that Brian Larson of Micro-Comm contacted him and will be completing the upgrades at the pumpstations in February 2017.

Mr. Decker also reported the actuator, which wipes the crystal sleeves during operation of the UV system, has failed and will be replaced.

Mr. Decker advised the Board the 3" master meter in Kremlin is not working correctly and will be replaced by HD Supply.

Mr. Decker reported Dale Fletcher of GC Systems has tried to contact him regarding upgrades to the Marias River pumpstations but they have not had a chance to discuss the upgrades yet.

Mr. Decker also reported the a 6" gate valve at BPS 1 and BPS 2 have been replaced. The wear on each valve and manifold is minimal.

Mr. Decker advised the Board that Dan Hybner was the only board member who attended the tour of the pumpstations and improvements.

FINANCIAL REPORT: Tammy Pike referred the Board to the first quarter financial report completed by Anderson Zurmuehlen and the first quarter Profit & Loss Statements included with the meeting materials. Ms. Pike noted for the first quarter the revenues are up 6% (\$11,585) from the previous year, expenses were down 14% (\$17,710) from the previous year and the District saw a 1% increase (\$26,429) in its net position from the previous year. The Board reviewed the reports and discussion took place. On motion by Rob Moog, seconded by Kevin Springer, the Board approved the reports as presented.

BOARD ELECTIONS: Tammy Pike referred the Board to the list Officer Terms included with the meeting materials. Ms. Pike advised the Board elections will only take place in even numbered years during the school elections and terms ending in odd numbered years will now expire in the following even numbered year. Ms. Pike also discussed the actions the Board will need to take to prepare for an election.

**OTHER NEW BUSINESS:**

None.

**OTHER BUSINESS:**

DELINQUENCIES: The Board reviewed reports on current delinquencies.

BILLS: The Board reviewed the list of monthly bills; a copy of the list of current bills is appended to these minutes. On motion by Dan Hybner, seconded by Kevin Springer, the Board approved all such bills for payment.

Since the Board had no further business, the Chairman adjourned the meeting.

  
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Tammy R. Pike, Secretary

Next Regular Meeting – Wednesday January 4, 2017 at 7:30 p.m. at the District's shop/office at 104 Second Street, Hingham, Montana.

HILL COUNTY WATER DISTRICT

12/7/2016 2:42 PM

Register: 1020 · Cash in Bank -Independence Bank

From 10/27/2016 through 12/07/2016

Sorted by: Date, Type, Number/Ref

| Date       | Number | Payee                    | Account                  | Memo            | Payment  | C | Deposit   | Balance    |
|------------|--------|--------------------------|--------------------------|-----------------|----------|---|-----------|------------|
| 10/27/2016 |        | Decker, Scott N          | -split-                  | Direct Deposit  |          | X |           | 218,427.17 |
| 10/27/2016 |        | Cady, Lonnie M.          | -split-                  | Direct Deposit  |          | X |           | 218,427.17 |
| 10/27/2016 |        | Pike, Tammy R.           | -split-                  | Direct Deposit  |          | X |           | 218,427.17 |
| 10/31/2016 |        |                          | 4320 · Interest Income   | Interest        |          | X | 28.87     | 218,456.04 |
| 10/31/2016 | TP     |                          | 2145-01 · SD Flex        |                 |          | X | 75.00     | 218,531.04 |
| 10/31/2016 | TP     |                          | 2145-03 · LC Flex        |                 |          | X | 100.00    | 218,631.04 |
| 10/31/2016 | TP     |                          | 2145-02 · TP Flex        |                 |          | X | 150.00    | 218,781.04 |
| 11/04/2016 |        |                          | -split-                  | Deposit         |          | X | 1,656.63  | 220,437.67 |
| 11/04/2016 |        |                          | -split-                  | Deposit         |          | X | 5,827.83  | 226,265.50 |
| 11/04/2016 |        |                          | -split-                  | Deposit         |          | X | 10,602.31 | 236,867.81 |
| 11/07/2016 | eft    | American Funds           | -split-                  |                 | 1,232.96 | X |           | 235,634.85 |
| 11/07/2016 | eft    | Hill County Water Di...  | 2145 · Medical Care F... |                 | 325.00   | X |           | 235,309.85 |
| 11/07/2016 | eft    | United States Treasury   | -split-                  | 81-0297216      | 2,818.18 | X |           | 232,491.67 |
| 11/07/2016 | eft    | Montana Dept. of Re...   | 2100 · State Withholding | 4026077-002-... | 496.00   | X |           | 231,995.67 |
| 11/07/2016 | 3656   | American Welding &...    | 2005 · Accounts Payab... |                 | 25.38    | X |           | 231,970.29 |
| 11/07/2016 | 3657   | Blue Tarp Financial, ... | 2005 · Accounts Payab... |                 | 80.30    | X |           | 231,889.99 |
| 11/07/2016 | 3658   | Farmers Union Oil        | 2005 · Accounts Payab... |                 | 19.99    | X |           | 231,870.00 |
| 11/07/2016 | 3659   | Fraser's Oil             | 2005 · Accounts Payab... |                 | 518.45   | X |           | 231,351.55 |
| 11/07/2016 | 3660   | Havre Hardware & H...    | 2005 · Accounts Payab... | 1774            | 75.63    | X |           | 231,275.92 |
| 11/07/2016 | 3661   | HD Supply Waterwo...     | 2005 · Accounts Payab... |                 | 1,248.00 | X |           | 230,027.92 |
| 11/07/2016 | 3662   | I Bank Visa 7669         | 2005 · Accounts Payab... |                 | 592.90   | X |           | 229,435.02 |
| 11/07/2016 | 3663   | I Bank Visa 7677         | 2005 · Accounts Payab... |                 | 563.97   | X |           | 228,871.05 |
| 11/07/2016 | 3664   | ME Lab                   | 2005 · Accounts Payab... |                 | 381.00   | X |           | 228,490.05 |
| 11/07/2016 | 3665   | North 40 Outfitters      | 2005 · Accounts Payab... |                 | 599.89   | X |           | 227,890.16 |
| 11/07/2016 | 3666   | Northwest Pipe Fittin... | 2005 · Accounts Payab... | 40721           | 78.69    | X |           | 227,811.47 |
| 11/07/2016 | 3667   | Northwestern Energy      | 2005 · Accounts Payab... |                 | 1,359.69 | X |           | 226,451.78 |
| 11/07/2016 | 3668   | Sherwin Williams         | 2005 · Accounts Payab... |                 | 218.98   | X |           | 226,232.80 |
| 11/07/2016 | 3669   | Verizon Wireless         | 2005 · Accounts Payab... |                 | 315.23   | X |           | 225,917.57 |
| 11/07/2016 | 3670   | Office Equipment Co.     | 2005 · Accounts Payab... | HCWD08          | 1,607.99 | X |           | 224,309.58 |
| 11/08/2016 |        | Allegiance               | 6150 · Employee Bene...  |                 | 17.25    | X |           | 224,292.33 |
| 11/08/2016 | 3671   | Fastenal                 | 2005 · Accounts Payab... |                 | 43.40    | X |           | 224,248.93 |
| 11/08/2016 | 3672   | Hach Company             | 2005 · Accounts Payab... | 243730          | 841.79   | X |           | 223,407.14 |
| 11/08/2016 | 3673   | Hill County Electric     | 2005 · Accounts Payab... |                 | 3,897.30 | X |           | 219,509.84 |
| 11/08/2016 | 3674   | Triangle Communica...    | 2005 · Accounts Payab... |                 | 247.49   | X |           | 219,262.35 |
| 11/08/2016 | 3675   | Ag Air Inc.              | 2005 · Accounts Payab... |                 | 1.66     | X |           | 219,260.69 |
| 11/08/2016 | 3676   | North Central Auto P...  | 2005 · Accounts Payab... |                 | 8.49     | X |           | 219,252.20 |
| 11/08/2016 | 3677   | Western Lumber & S...    | 2005 · Accounts Payab... |                 | 255.52   | X |           | 218,996.68 |
| 11/10/2016 |        |                          | -split-                  | Deposit         |          | X | 10,570.26 | 229,566.94 |
| 11/10/2016 |        |                          | -split-                  | Deposit         |          | X | 5,581.30  | 235,148.24 |
| 11/14/2016 | eft    | Allegiance               | 2145-02 · TP Flex        |                 | 26.66    | X |           | 235,121.58 |

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| Date       | Number | Payee                    | Account                  | Memo              | Payment  | C | Deposit  | Balance    |
|------------|--------|--------------------------|--------------------------|-------------------|----------|---|----------|------------|
| 11/15/2016 |        | Allegiance               | 2145-02 · TP Flex        |                   | 2.00     | X |          | 235,119.58 |
| 11/15/2016 | 3678   | D P C Industries         | 2005 · Accounts Payab... |                   | 10.00    | X |          | 235,109.58 |
| 11/15/2016 | 3679   | Fastenal                 | 2005 · Accounts Payab... |                   | 7.06     | X |          | 235,102.52 |
| 11/15/2016 | 3680   | Hach Company             | 2005 · Accounts Payab... | 243730            | 95.98    | X |          | 235,006.54 |
| 11/15/2016 | 3681   | Mailfinance              | 2005 · Accounts Payab... |                   | 242.16   | X |          | 234,764.38 |
| 11/15/2016 | 3682   | Northwest Pipe Fittin... | 2005 · Accounts Payab... | 40721             | 293.16   | X |          | 234,471.22 |
| 11/16/2016 | 3683   | Anderson Zurmuehlen      | 2005 · Accounts Payab... |                   | 1,700.00 |   |          | 232,771.22 |
| 11/16/2016 | 3684   | Office Equipment Co.     | 2005 · Accounts Payab... | HCWD08            | 2,939.46 |   |          | 229,831.76 |
| 11/17/2016 | 3685   | HD Supply Waterwo...     | 2005 · Accounts Payab... |                   | 550.00   |   |          | 229,281.76 |
| 11/18/2016 |        |                          | -split-                  | Deposit           |          | X | 6,349.51 | 235,631.27 |
| 11/22/2016 |        | Allegiance               | 2145-02 · TP Flex        |                   | 26.66    | X |          | 235,604.61 |
| 11/22/2016 |        | Allegiance               | 2145-03 · LC Flex        |                   | 73.50    | X |          | 235,531.11 |
| 11/25/2016 |        | QuickBooks Payroll ...   | -split-                  | Created by Pay... | 7,605.14 | X |          | 227,925.97 |
| 11/28/2016 |        | Decker, Scott N          | -split-                  | Direct Deposit    |          | X |          | 227,925.97 |
| 11/28/2016 |        | Cady, Lonnie M.          | -split-                  | Direct Deposit    |          | X |          | 227,925.97 |
| 11/28/2016 |        | Pike, Tammy R.           | -split-                  | Direct Deposit    |          | X |          | 227,925.97 |
| 11/30/2016 |        |                          | -split-                  | Deposit           |          | X | 1,283.90 | 229,209.87 |
| 11/30/2016 |        |                          | 4320 · Interest Income   | Interest          |          | X | 29.96    | 229,239.83 |
| 11/30/2016 |        | Hill County Water Di...  | 2145 · Medical Care F... |                   | 325.00   |   |          | 228,914.83 |
| 11/30/2016 | 3578   | American Funds           | -split-                  |                   | 1,264.21 |   |          | 227,650.62 |
| 12/02/2016 |        | Northwest Pipe Fittin... | 2005 · Accounts Payab... | QuickBooks ge...  |          | X |          | 227,650.62 |
| 12/02/2016 | 3686   | American Welding &...    | 2005 · Accounts Payab... |                   | 24.85    |   |          | 227,625.77 |
| 12/02/2016 | 3687   | Blue Cross Blue Shie...  | 2005 · Accounts Payab... |                   | 111.34   |   |          | 227,514.43 |
| 12/02/2016 | 3688   | Daniel Hybner            | 2005 · Accounts Payab... |                   | 80.00    |   |          | 227,434.43 |
| 12/02/2016 | 3689   | David E. Jones           | 2005 · Accounts Payab... |                   | 80.00    |   |          | 227,354.43 |
| 12/02/2016 | 3690   | Farmers Union Oil        | 2005 · Accounts Payab... |                   | 74.10    |   |          | 227,280.33 |
| 12/02/2016 | 3691   | Fraser's Oil             | 2005 · Accounts Payab... |                   | 977.99   |   |          | 226,302.34 |
| 12/02/2016 | 3692   | Hill County Electric     | 2005 · Accounts Payab... |                   | 3,753.90 |   |          | 222,548.44 |
| 12/02/2016 | 3693   | Kevin W. Springer        | 2005 · Accounts Payab... |                   | 80.00    |   |          | 222,468.44 |
| 12/02/2016 | 3694   | La Nay Kapperud          | 2005 · Accounts Payab... |                   | 80.00    |   |          | 222,388.44 |
| 12/02/2016 | 3695   | Larry J. Fossen          | 2005 · Accounts Payab... |                   | 80.00    |   |          | 222,308.44 |
| 12/02/2016 | 3696   | Laurence Olson           | 2005 · Accounts Payab... |                   | 80.00    |   |          | 222,228.44 |
| 12/02/2016 | 3697   | Lowell Strissel          | 2005 · Accounts Payab... |                   | 80.00    |   |          | 222,148.44 |
| 12/02/2016 | 3698   | North 40 Outfitters      | 2005 · Accounts Payab... |                   | 8.98     |   |          | 222,139.46 |
| 12/02/2016 | 3699   | Northwest Pipe Fittin... | 2005 · Accounts Payab... | 40721             | 271.62   |   |          | 221,867.84 |
| 12/02/2016 | 3700   | Northwestern Energy      | 2005 · Accounts Payab... |                   | 1,252.05 |   |          | 220,615.79 |
| 12/02/2016 | 3701   | Office Equipment Co.     | 2005 · Accounts Payab... | HCWD08            | 46.46    |   |          | 220,569.33 |
| 12/02/2016 | 3702   | Rob Moog                 | 2005 · Accounts Payab... |                   | 80.00    |   |          | 220,489.33 |
| 12/02/2016 | 3703   | Tiber Tractor Co.        | 2005 · Accounts Payab... |                   | 129.00   |   |          | 220,360.33 |
| 12/02/2016 | 3704   | Verizon Wireless         | 2005 · Accounts Payab... |                   | 265.24   |   |          | 220,095.09 |

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Sorted by: Date, Type, Number/Ref

| <u>Date</u> | <u>Number</u> | <u>Payee</u>             | <u>Account</u>           | <u>Memo</u>      | <u>Payment C</u> | <u>Deposit</u> | <u>Balance</u> |
|-------------|---------------|--------------------------|--------------------------|------------------|------------------|----------------|----------------|
| 12/07/2016  | 3705          | American Pipe & Su...    | 2005 · Accounts Payab... |                  | 51.00            |                | 220,044.09     |
| 12/07/2016  | 3706          | Blue Tarp Financial, ... | 2005 · Accounts Payab... |                  | 80.30            |                | 219,963.79     |
| 12/07/2016  | 3707          | D P C Industries         | 2005 · Accounts Payab... |                  | 308.76           |                | 219,655.03     |
| 12/07/2016  | 3708          | Havre Hardware & H...    | 2005 · Accounts Payab... | 1774             | 11.99            |                | 219,643.04     |
| 12/07/2016  | 3709          | I Bank Visa 7669         | 2005 · Accounts Payab... |                  | 63.98            |                | 219,579.06     |
| 12/07/2016  | 3710          | I Bank Visa 7677         | 2005 · Accounts Payab... |                  | 969.95           |                | 218,609.11     |
| 12/07/2016  | 3711          | Northwest Pipe Fittin... | 2005 · Accounts Payab... | 40721            | 969.02           |                | 217,640.09     |
| 12/07/2016  | 3712          | Pacific Steel & Recy...  | 2005 · Accounts Payab... |                  | 52.17            |                | 217,587.92     |
| 12/07/2016  | 3713          | Sherwin Williams         | 2005 · Accounts Payab... |                  | 144.77           |                | 217,443.15     |
| 12/07/2016  | 3714          | Totalfunds by Hasler     | 2005 · Accounts Payab... | 7900 0110 346... | 500.00           |                | 216,943.15     |
| 12/07/2016  | 3715          | Western Lumber & S...    | 2005 · Accounts Payab... |                  | 74.74            |                | 216,868.41     |