

HILL COUNTY WATER DISTRICT

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JUNE 2018 AGENDA

Wednesday, June 6, 2018 - 8:00 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. Review of Proposed Ordinance 2018-3 Establishing Section 1.0 District Services – First Reading

OTHER NEW BUSINESS:

OTHER:

1. Delinquencies
2. Bills

NEXT REGULAR MEETING – July 4, 2018 at 8:00 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 May 2, 2018 at the District's shop/office at Hingham, Montana.

RECOGNITION OF VISITORS: Visitors present were Steve Dees and Stefnie Redding.

CALL TO ORDER:

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

Without objection, the Chairman changed the order of business and called upon Steve Dees and his daughter Stefnie Redding. Steve Dees and his daughter Stefnie Redding inquired about obtaining services with the District in the event Ms. Redding builds a house on the Steve Dees property. The Board discussed the matter and approved Stefnie Redding obtaining services with the District in the event a house is built on the Steve Dees property.

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 April 4, 2018 regular board meeting previously received by all board members. On motion by Lowell Strissel, seconded by Rob Moog, the Board approved the minutes of the April 4, 2018 regular board meeting.

OLD BUSINESS:

BOARD MEMBER ELECTIONS: Tammy Pike informed the Board she received a letter from the Hill County Commissioners reappointing LaNay Kapperud to a six year term ending September 1, 2023.

OTHER OLD BUSINESS:

None.

NEW BUSINESS:

EMPLOYEE REPORTS: Scott Decker reported pump 3 at BPS 1 has been replaced and is up and running at 192 gpm.

Mr. Decker also reported the pump sent to Peerless has been repaired.

Mr. Decker advised the Board the customer appreciation luncheon held on April 19, 2018 served approximately 80 customers.

Scott Decker reported on bids received for 4-wheel drive pickups from Tilleman Motor, Havre Ford and Tilleman Motor Hi-Line Dodge. The bid from Tilleman Motor consisted of a Chevy 1500 regular cab with a V8 engine for \$20,720. The bid from Havre Ford consisted of a Ford F150 regular cab with a V6 engine for \$20,713. The bid from Tilleman Motor Hi-Line Dodge consisted of a Dodge Ram with a V8 engine for \$19,989. Discussion took place on the vehicles and on motion by Lowell Strissel, seconded by Dan Hybner the Board approved purchasing a 4-wheel drive Chevy pickup with a V8 engine from Tilleman Motors for \$20,720.

Mr. Decker discussed constructing an 800 square foot addition on the north side of the building which would be used as the main office and a conference room for meetings.

Mr. Decker reported the pulse meter at the Kremlin bulk station failed and has been replaced.

FINANCIAL REPORT: Tammy Pike referred the Board to the financial report completed by Anderson Zurmuehlen and the Profit & Loss Statements included with the meeting materials. Ms. Pike noted operating revenues are up 7% (\$30,367) from the previous year and expenses were down 9% (\$35,706) from the previous year. The Board reviewed the reports and discussion took place. On motion by Larry Fossen, seconded by Rob Moog, the Board approved the reports and budget as presented.

CD RENEWAL: Tammy Pike referred the Board to the Investment Report included with the meeting materials. She reported that a portion of the District's existing CD investments will be subject to reinvestment in May. Ms. Pike reviewed with the Board CD investment options and quoted rates from banks noting that Independence Bank had the best rates. The Board discussed the matter and on motion by Larry Fossen, seconded by Tina Wood, the Board approved renewing the existing CD at Independence Bank for one year at a rate of 1.50% and authorized the officers to execute any documents required.

PROPOSED ORDINANCE 2018-1: The Board reviewed and discussed the second reading of Ordinance 2018-1 amending Section 1.15 pertaining to the responsibility of district. No changes were made to Ordinance 2018-1 and on motion by Rob Moog, seconded by Kevin Springer, the Board approved Ordinance 2018-1 and authorized execution of the Ordinance. A copy of said Ordinance is appended to the minutes.

PROPOSED ORDINANCE 2018-2: The Board reviewed and discussed the second reading of Ordinance 2018-2 establishing Section 1.18 pertaining to combined distribution systems. No changes were made to Ordinance 2018-2 and on motion by Larry Fossen, seconded by Dan Hybner, the Board approved Ordinance 2018-2 and authorized execution of the Ordinance. A copy of said Ordinance is appended to the minutes.

OTHER NEW BUSINESS:

None.

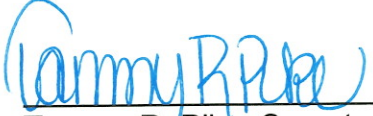
OTHER BUSINESS:

DELINQUENCIES: The Board reviewed the report 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 Lowell Strissel, seconded by Rob Moog, the Board approved all such bills for payment.

MEETING TIME CHANGE: The Board reviewed the meeting time and it was agreed the meeting would be changed to 8:00 p.m. commencing with the June 6, 2018 regular board meeting.

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



Tammy R. Pike, Secretary

Next Regular Meeting – Wednesday June 6, 2018 at 8:00 p.m. at the District's shop/office at 104 Second Street, Hingham, Montana.

HILL COUNTY WATER DISTRICT

5/2/2018 11:45 AM

Register: 1020 · Cash in Bank -Independence Bank

From 04/05/2018 through 05/02/2018

Sorted by: Date, Type, Number/Ref

| Date | Number | Payee | Account | Memo | Payment | C | Deposit | Balance |
|------------|--------|--------------------------|--------------------------|-------------------|----------|---|-----------|------------|
| 04/06/2018 | | | -split- | Deposit | | X | 15,557.43 | 223,756.58 |
| 04/06/2018 | eft | Allegiance | 2005 · Accounts Payab... | | 15.75 | X | | 223,740.83 |
| 04/13/2018 | | | -split- | Deposit | | X | 11,193.76 | 234,934.59 |
| 04/13/2018 | TP | | 2145-02 · TP Flex | Funds Transfer | 340.75 | X | | 234,593.84 |
| 04/16/2018 | eft | Unemployment Insur... | -split- | 031 4163 | 70.88 | X | | 234,522.96 |
| 04/16/2018 | EFT | Montana Dept. of Re... | 2100 · State Withholding | 4026077-002-... | 544.00 | X | | 233,978.96 |
| 04/16/2018 | 4265 | Allegiance | 6150 · Employee Bene... | VOID: | | X | | 233,978.96 |
| 04/16/2018 | 4266 | Farmers Union Oil | 2005 · Accounts Payab... | | 40.57 | | | 233,938.39 |
| 04/16/2018 | 4267 | Fastenal | 2005 · Accounts Payab... | | 37.52 | | | 233,900.87 |
| 04/16/2018 | 4268 | Hingham Square - O... | 2005 · Accounts Payab... | | 75.00 | | | 233,825.87 |
| 04/16/2018 | 4269 | Mountain View Co-op | 2005 · Accounts Payab... | | 77.96 | X | | 233,747.91 |
| 04/16/2018 | 4270 | Northwest Pipe Fittin... | 2005 · Accounts Payab... | 40721 | 12.46 | X | | 233,735.45 |
| 04/16/2018 | 4271 | Office Equipment Co. | 2005 · Accounts Payab... | HCWD08 | 139.98 | X | | 233,595.47 |
| 04/16/2018 | 4272 | Ward's Repair Parts | 2005 · Accounts Payab... | | 22.48 | | | 233,572.99 |
| 04/16/2018 | 4273 | Western Lumber & S... | 2005 · Accounts Payab... | | 269.00 | | | 233,303.99 |
| 04/17/2018 | eft | United States Treasury | -split- | 81-0297216 | 3,047.70 | X | | 230,256.29 |
| 04/20/2018 | 4274 | Inverness Bar & Sup... | 2005 · Accounts Payab... | | 90.00 | X | | 230,166.29 |
| 04/20/2018 | 4275 | Rebecca Conger | 2005 · Accounts Payab... | | 308.00 | X | | 229,858.29 |
| 04/20/2018 | 4276 | Spencer's Hi-Way Bar | 2005 · Accounts Payab... | | 615.00 | X | | 229,243.29 |
| 04/21/2018 | TP | | 2145-02 · TP Flex | Funds Transfer | 21.36 | X | | 229,221.93 |
| 04/23/2018 | | | -split- | Deposit | | X | 10,524.96 | 239,746.89 |
| 04/23/2018 | | | -split- | Deposit | | X | 786.14 | 240,533.03 |
| 04/24/2018 | | | 12000 · Undeposited F... | Deposit | | X | 49.03 | 240,582.06 |
| 04/25/2018 | eft | American Funds | -split- | | 1,522.84 | X | | 239,059.22 |
| 04/25/2018 | eft | Montana Dept. of Re... | 2100 · State Withholding | 4026077-002-... | 528.00 | X | | 238,531.22 |
| 04/26/2018 | eft | United States Treasury | -split- | 81-0297216 | 2,867.62 | X | | 235,663.60 |
| 04/26/2018 | EFT | I Bank Visa 7669 | 2005 · Accounts Payab... | | 588.49 | X | | 235,075.11 |
| 04/26/2018 | EFT | I Bank Visa 7677 | 2005 · Accounts Payab... | | 1,874.79 | X | | 233,200.32 |
| 04/26/2018 | | QuickBooks Payroll ... | -split- | Created by Pay... | 7,970.95 | X | | 225,229.37 |
| 04/27/2018 | | Decker, Scott N | -split- | Direct Deposit | | X | | 225,229.37 |
| 04/27/2018 | | Cady, Lonnie M. | -split- | Direct Deposit | | X | | 225,229.37 |
| 04/27/2018 | | Pike, Tammy R. | -split- | Direct Deposit | | X | | 225,229.37 |
| 04/30/2018 | | | -split- | Deposit | | X | 659.13 | 225,888.50 |
| 04/30/2018 | | | 4320 · Interest Income | Interest | | X | 29.14 | 225,917.64 |
| 04/30/2018 | eft | Blue Cross Blue Shie... | 2005 · Accounts Payab... | | 1,959.90 | X | | 223,957.74 |
| 05/02/2018 | | Northwest Pipe Fittin... | 2005 · Accounts Payab... | QuickBooks ge... | | | | 223,957.74 |
| 05/02/2018 | 4277 | Northwest Pipe Fittin... | 2005 · Accounts Payab... | 40721 | 30.85 | | | 223,926.89 |
| 05/02/2018 | 4278 | Northwest Pipe Fittin... | 2005 · Accounts Payab... | 40721 | 4,012.00 | | | 219,914.89 |
| 05/02/2018 | 4279 | American Welding &... | 2005 · Accounts Payab... | | 72.61 | | | 219,842.28 |
| 05/02/2018 | 4280 | Core & Main | 2005 · Accounts Payab... | | 6.00 | | | 219,836.28 |

HILL COUNTY WATER DISTRICT

5/2/2018 11:45 AM

Register: 1020 · Cash in Bank -Independence Bank

From 04/05/2018 through 05/02/2018

Sorted by: Date, Type, Number/Ref

| Date | Number | Payee | Account | Memo | Payment C | Deposit | Balance |
|------------|--------|----------------------|--------------------------|---------------|-----------|---------|------------|
| 05/02/2018 | 4281 | Daniel Hybner | 2005 · Accounts Payab... | | 80.00 | | 219,756.28 |
| 05/02/2018 | 4282 | David E. Jones | 2005 · Accounts Payab... | | 80.00 | | 219,676.28 |
| 05/02/2018 | 4283 | Fraser's Oil | 2005 · Accounts Payab... | | 1,038.20 | | 218,638.08 |
| 05/02/2018 | 4284 | Hill County Electric | 2005 · Accounts Payab... | | 2,705.40 | | 215,932.68 |
| 05/02/2018 | 4285 | Kevin W. Springer | 2005 · Accounts Payab... | | 80.00 | | 215,852.68 |
| 05/02/2018 | 4286 | La Nay Kapperud | 2005 · Accounts Payab... | | 80.00 | | 215,772.68 |
| 05/02/2018 | 4287 | Larry J. Fossen | 2005 · Accounts Payab... | | 80.00 | | 215,692.68 |
| 05/02/2018 | 4288 | Lowell Strissel | 2005 · Accounts Payab... | | 80.00 | | 215,612.68 |
| 05/02/2018 | 4289 | Mark Warren | 2005 · Accounts Payab... | | 503.00 | | 215,109.68 |
| 05/02/2018 | 4290 | Micro-Comm Inc. | 2005 · Accounts Payab... | Job No. 07114 | 5,200.00 | | 209,909.68 |
| 05/02/2018 | 4291 | Montana State Fund | 2005 · Accounts Payab... | 03-039359-9 | 2,433.40 | | 207,476.28 |
| 05/02/2018 | 4292 | Northwestern Energy | 2005 · Accounts Payab... | | 1,483.60 | | 205,992.68 |
| 05/02/2018 | 4293 | Office Equipment Co. | 2005 · Accounts Payab... | HCWD08 | 693.91 | | 205,298.77 |
| 05/02/2018 | 4294 | Rob Moog | 2005 · Accounts Payab... | | 80.00 | | 205,218.77 |
| 05/02/2018 | 4295 | Sherwin Williams | 2005 · Accounts Payab... | | 159.79 | | 205,058.98 |
| 05/02/2018 | 4296 | Tina Wood | 2005 · Accounts Payab... | | 80.00 | | 204,978.98 |
| 05/02/2018 | 4297 | Verizon Wireless | 2005 · Accounts Payab... | | 326.98 | | 204,652.00 |

ORDINANCE NO. 2018-1

AN ORDINANCE AMENDING SECTION 1.15 OF THE
RULES AND REGULATIONS OF THE HILL COUNTY
WATER DISTRICT PERTAINING TO RESPONSIBILITY
OF DISTRICT

BE IT ORDAINED by the Board of Directors of the Hill County Water District that the following section shall be amended:

Section 1.15 of the Rules and Regulations of the Hill County Water District is hereby amended to read as follows:

1.15 RESPONSIBILITY OF DISTRICT.

The District shall be responsible for providing its users with water which is safe for human consumption.

The District provides its water users /consumers with water from sources approved through the Montana Department of Environmental Quality.

The District shall also be responsible for all costs associated with maintenance, repairs and upgrades to its main line.

PASSED and approved by the Hill County Water District on this 2nd day of May, 2018.

HILL COUNTY WATER DISTRICT

By David Jones
President

ATTEST:

By Timmy R. Pike
Secretary

ORDINANCE NO. 2018-2

AN ORDINANCE ESTABLISHING SECTION 1.18 OF
THE RULES AND REGULATIONS OF THE HILL
COUNTY WATER DISTRICT PERTAINING TO
COMBINED DISTRIBUTION SYSTEMS

BE IT ORDAINED by the Board of Directors of the Hill County Water District that the following section shall be established:

Section 1.18 of the Rules and Regulations of the Hill County Water District to read as follows:

1.18 COMBINED DISTRIBUTION SYSTEMS.

A combined distribution system is the interconnected distribution system consisting of the distribution systems of wholesale systems and of the consecutive systems that receive finished water, pursuant to 40 CFR §141.2.

The Montana Department of Environmental Quality (DEQ) has defined the District as a combined distribution system. The District shall be described as the wholesale system and every water user/consumer (whether a town, branch line or individual user) shall be described as the consecutive system that receives finished water. The District shall be listed as the responsible party for the combined distribution system in the Montana Department of Environmental Quality's system.

A water user/consumer shall be responsible for maintenance, repairs and upgrades to their distribution system and all costs associated with maintenance, repairs and upgrades to their distribution system.

A water user/consumer shall advise the District of any repairs they intend to complete on their distribution system as the District must oversee that all repairs are completed within the Montana Department of Environmental Quality standards since the District is listed as the responsible party with the Montana Department of Environmental Quality.

All repairs must be completed within 10 calendar days from the date the leak is discovered or brought to the attention of the system.

The District shall advise a water user/consumer of any leaks they find.

If a water user/consumer neglects completing leak repairs on its distribution system within the time allowed, the District shall have the repairs completed and said water user/consumer shall be responsible for all fees incurred by the District.

If a water user/consumer does not comply with the Districts Rules and Regulations, the District shall contact the Montana Department of Environmental Quality and have the water user/consumer removed as the District's responsibility and set up as its own public water supply system. Said water user/consumer will then become an active public water supply and solely responsible for completing all requirements set forth by the Montana Department of Environmental Quality.

Any water user/consumer that does not want the District listed as the responsible party shall contact the Montana Department of Environmental Quality and have the water user/consumer activated as a public water supply system. Said water user/consumer will then be solely responsible for completing all requirements set forth by the Montana Department of Environmental Quality.

A water user/consumer shall be defined as any town, branch line or individual user receiving and/or purchasing water from the District.

PASSED and approved by the Hill County Water District on this 2nd day of May, 2018.

HILL COUNTY WATER DISTRICT

By Clarence
President

ATTEST:

By Lanny R. Peke
Secretary