

# HILL COUNTY WATER DISTRICT

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## NOVEMBER 2017 AGENDA

**Wednesday, October 25, 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. Personnel Committee
3. Review of Proposed Ordinance 2017-1 Amending Section 1.7 Charges to Schools – First Reading

OTHER NEW BUSINESS:

OTHER:

1. Delinquencies
2. Bills

**NEXT REGULAR MEETING – December 6, 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 October 4, 2017 at the District's shop/office at Hingham, Montana.

**RECOGNITION OF VISITORS:** Visitors present were Les Kaercher, Charlie Inman and Leo Wall of East Kremlin Water Users Association; Adam Wood and Tom Graff of North Joplin Water Users Association; Shane Borlaug, Don Miller and Justin Miller of Gildford County Water and Sewer District; and Eugene Pizzini and Greg Butts of the Montana Department of Environmental Quality.

### **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 Rob Moog, Larry Olson and LaNay Kapperud and the chairman declared a quorum present. Also present was Manager Scott Decker and Secretary Tammy Pike.

**MONTANA DEPARTMENT OF ENVIRONMENTAL QUALITY:** Without objection, the Chairman changed the order of business and called upon Greg Butts and Eugene Pizzini. Greg Butts of the Montana Department of Environmental Quality (DEQ) advised the Board that the towns and several branch lines were public water supply systems at one time. In the 1990's those systems were inactivated in the DEQ system for some reason. Mr. Butts discussed new rules that were implemented by EPA regarding monitoring for public water supply systems.

Mr. Butts also discussed the District overseeing the entire system even though it does not own the individual public water supply systems. Mr. Butts advised that the District boundaries include only the towns and the rules state the boundaries are to include all groups served. If the boundaries were enlarged to cover all its users served, those users would be able to vote within the system and serve on the board.

Eugene Pizzini of DEQ discussed how the District has been operating as a combined distribution system without the documentation stating such. Mr. Pizzini discussed two ways the boundaries can be changed:

1. Any branch line that is classified as a public water supply system would have to become part of the District's boundaries. If they choose not to be a part of the District boundaries they would be classified as a public water supply system and would be required to comply with DEQ requirements.
2. To be a combined distribution system more than one person has a say in what a public water supply system does but only one entity would be responsible to DEQ for the public water supply system. The District would be required to list themselves as the responsible party with DEQ for the public water supply system. Accountability of the District and the public water supply can be done through a contract or other means.

Since the District has been operating as a combined distribution system, the Board will pursue this option. Mr. Butts and Mr. Pizzini suggested updating the Water Use Agreements as they were outdated. The Board discussed the Agreements and plan to amend and establish ordinances for its Rules and Regulations which will replace parts of the



Agreements. Mr. Pizzini agreed to give the Board six months to put a plan in place for the combined distribution system.

The Board reviewed proposed Ordinance 2017-1 amending Sections 1.7 and 1.15 and Ordinance 2017-2 establishing section 1.18 and 1.19 with Mr. Butts and Mr. Pizzini. In light of the District being made aware of the combined distribution system, there were several changes and additional language that will need to be added to the Ordinances before they will be acceptable for a first reading.

**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 September 6, 2017 regular board meeting previously received by all board members. On motion by Larry Fossen, seconded by Dan Hybner, the Board approved the minutes of the September 6, 2017 regular board meeting.

**OLD BUSINESS:**

None.

**OTHER OLD BUSINESS:**

None.

**NEW BUSINESS:**

**EMPLOYEE REPORTS:** Scott Decker reported to the Board the issues with Micro-Comm have been fixed. They initially thought the problem was at the repeater but found the issue was with the RTU at BPS #2. Micro-Comm will also be sending dry cell batteries for the RTU's as they are getting close to ten years old. The batteries will be covered under the District's annual contract.

Mr. Decker advised the Board on receiving the sanitary survey. The report listed no deficiencies and two recommendations. Mr. Decker will install a weather tight hatch on the outside of the wet well at BPS #2 as recommended. The other recommendation was to fence the infiltration gallery at the river.

Mr. Decker ordered the right-angle gear drive which will cost \$2,560.

Mr. Decker reported that Tammy Pike found an attorney in Great Falls to represent the District. Ugrin Alexander Zadick, PC has a background in representing municipalities and may need to be used if the District becomes involved in the East Kremlin litigation matter. The Board discussed the matter further and on motion by Larry Fossen, seconded by Kevin Springer, the Board approved retaining Ugrin Alexander Zadick, PC and advised Ms. Pike to contact the firm.

Mr. Decker reported that by October 1, 2017 the District had pumped as much water as it had pumped for the whole year of 2016.

Mr. Decker also reported the DBP sample results were below the 50 percentile of the MCL. Mr. Decker will inquire with DEQ and see if the results qualify the District for a waiver on sampling.

Mr. Decker advised the Board that Hill County Electric will be installing a voltage monitoring meter with a chart recorder to monitor the power at the pumpstations. The new VFDs at BPS #1 and BPS #2 are very sensitive to high voltage. When the District experiences voltage that is too high the motors kick out and cause a pump fail alarm.

Mr. Decker reported the personnel committee needs to meet prior to the November meeting to complete employee evaluations.

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 October. 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 Dan Hybner, seconded by Kevin Springer, the Board approved renewing the existing CD at Independence Bank for one year at a rate of 1.10% and authorized the officers to execute any documents required.

**OTHER NEW BUSINESS:**

None.

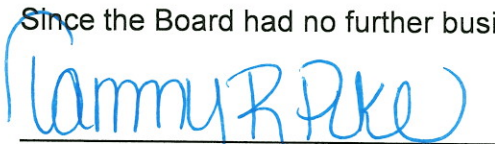
**OTHER BUSINESS:**

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 Lowell Strissel, seconded by Larry Fossen, the Board approved all such bills for payment.

MEETING DATE CHANGE: The Board reviewed the date for the next meeting and noted that several individuals would not be able to attend the meeting during the first week of November. After further discussion, it was agreed the next meeting would be held on October 25, 2017 to accommodate board members that cannot attend the meeting set for the first Wednesday of November.

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

  
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Tammy R. Pike, Secretary

Next Regular Meeting – Wednesday October 25, 2017 at 7:30 p.m. at the District's shop/office at 104 Second Street, Hingham, Montana.



# HILL COUNTY WATER DISTRICT

Register: 1020 · Cash in Bank -Independence Bank

From 09/07/2017 through 10/04/2017

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
09/11/2017			-split-	Deposit			14,403.37	120,121.86
09/11/2017			-split-	Deposit			13,158.57	133,280.43
09/11/2017			-split-	Deposit			7,182.80	140,463.23
09/11/2017			-split-	Deposit			17,577.03	158,040.26
09/13/2017	4035	Northwest Pipe Fittin...	2005 · Accounts Payab...	40721	22.51			158,017.75
09/13/2017	4036	Northwest Pipe Fittin...	2005 · Accounts Payab...	40721	29.96			157,987.79
09/13/2017	4037	HiLine Hardware	2005 · Accounts Payab...		54.99			157,932.80
09/13/2017	4038	Hill County Electric	2005 · Accounts Payab...		121.50			157,811.30
09/13/2017	4039	ME Lab	2005 · Accounts Payab...		669.00			157,142.30
09/13/2017	4040	Northwest Pipe Fittin...	2005 · Accounts Payab...	40721	1,512.66			155,629.64
09/13/2017	4041	Northwestern Energy	2005 · Accounts Payab...		449.28			155,180.36
09/13/2017	4042	Triangle Communica...	2005 · Accounts Payab...		46.34			155,134.02
09/13/2017	4043	Western Lumber & S...	2005 · Accounts Payab...		52.98			155,081.04
09/13/2017	TP		2145-03 · LC Flex	Funds Transfer	50.31			155,030.73
09/13/2017	TP		2145-02 · TP Flex	Funds Transfer	35.35			154,995.38
09/14/2017	TP		2145-02 · TP Flex	Funds Transfer	21.36			154,974.02
09/21/2017	4044	American Pipe & Su...	2005 · Accounts Payab...		852.44			154,121.58
09/21/2017	4045	Blue Cross Blue Shie...	2005 · Accounts Payab...		1,691.19			152,430.39
09/21/2017	4046	HD Supply Waterwo...	2005 · Accounts Payab...	VOID:		X		152,430.39
09/21/2017	4047	Northwest Pipe Fittin...	2005 · Accounts Payab...	40721	176.14			152,254.25
09/22/2017			-split-	Deposit			26,056.59	178,310.84
09/28/2017		Allegiance	6150 · Employee Bene...		15.75			178,295.09
09/28/2017		QuickBooks Payroll ...	-split-	Created by Pay...	7,121.86			171,173.23
09/28/2017		QuickBooks Payroll ...	-split-	Created by Pay...	1,294.15			169,879.08
09/29/2017			-split-	Deposit			1,235.92	171,115.00
09/29/2017		Decker, Scott N	-split-	Direct Deposit		X		171,115.00
09/29/2017		Cady, Lonnie M.	-split-	Direct Deposit		X		171,115.00
09/29/2017		Pike, Tammy R.	-split-	Direct Deposit		X		171,115.00
09/29/2017		Decker, Scott N	-split-	Direct Deposit		X		171,115.00
10/04/2017	EFT	American Funds	-split-		1,358.19			169,756.81
10/04/2017	4048	American Welding &...	2005 · Accounts Payab...	VOID:		X		169,756.81
10/04/2017	4049	Core & Main	2005 · Accounts Payab...	VOID:		X		169,756.81
10/04/2017	4050	D P C Industries	2005 · Accounts Payab...	VOID:		X		169,756.81
10/04/2017	4051	Daniel Hybner	2005 · Accounts Payab...	VOID:		X		169,756.81
10/04/2017	4052	David E. Jones	2005 · Accounts Payab...	VOID:		X		169,756.81
10/04/2017	4053	Dearborn National Li...	2005 · Accounts Payab...	VOID: M120040		X		169,756.81
10/04/2017	4054	Farmers Union Oil	2005 · Accounts Payab...	VOID:		X		169,756.81
10/04/2017	4055	Hill County Electric	2005 · Accounts Payab...	VOID:		X		169,756.81
10/04/2017	4056	I Bank Visa 7669	2005 · Accounts Payab...	VOID:		X		169,756.81
10/04/2017	4057	I Bank Visa 7677	2005 · Accounts Payab...	VOID:		X		169,756.81

# HILL COUNTY WATER DISTRICT

Register: 1020 · Cash in Bank -Independence Bank

From 09/07/2017 through 10/04/2017

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>
10/04/2017	4058	Kevin W. Springer	2005 · Accounts Payab...		80.00		169,676.81
10/04/2017	4059	La Nay Kapperud	2005 · Accounts Payab...		80.00		169,596.81
10/04/2017	4060	Larry J. Fossen	2005 · Accounts Payab...		80.00		169,516.81
10/04/2017	4061	Laurence Olson	2005 · Accounts Payab...		80.00		169,436.81
10/04/2017	4062	Lowell Strissel	2005 · Accounts Payab...		80.00		169,356.81
10/04/2017	4063	Mountain View Co-op	2005 · Accounts Payab...		142.04		169,214.77
10/04/2017	4064	North 40 Outfitters	2005 · Accounts Payab...		402.21		168,812.56
10/04/2017	4065	Northwest Pipe Fittin...	2005 · Accounts Payab...	40721	18.89		168,793.67
10/04/2017	4066	Northwestern Energy	2005 · Accounts Payab...		1,360.63		167,433.04
10/04/2017	4067	Rob Moog	2005 · Accounts Payab...		80.00		167,353.04
10/04/2017	4068	Verizon Wireless	2005 · Accounts Payab...		299.89		167,053.15
10/04/2017	4069	American Welding &...	2005 · Accounts Payab...		27.75		167,025.40
10/04/2017	4070	Core & Main	2005 · Accounts Payab...		703.48		166,321.92
10/04/2017	4071	D P C Industries	2005 · Accounts Payab...		157.03		166,164.89
10/04/2017	4072	Daniel Hybner	2005 · Accounts Payab...		80.00		166,084.89
10/04/2017	4073	David E. Jones	2005 · Accounts Payab...		80.00		166,004.89
10/04/2017	4074	Dearborn National Li...	2005 · Accounts Payab...	M120040	35.10		165,969.79
10/04/2017	4075	Farmers Union Oil	2005 · Accounts Payab...		2.98		165,966.81
10/04/2017	4076	Hill County Electric	2005 · Accounts Payab...		6,335.30		159,631.51
10/04/2017	4077	I Bank Visa 7669	2005 · Accounts Payab...		117.28		159,514.23
10/04/2017	4078	I Bank Visa 7677	2005 · Accounts Payab...		954.69		158,559.54
10/04/2017	4079	Blue Tarp Financial, ...	2005 · Accounts Payab...		25.63		158,533.91
10/04/2017	4080	Fraser's Oil	2005 · Accounts Payab...		792.70		157,741.21
10/04/2017	4081	Western Lumber & S...	2005 · Accounts Payab...		46.83		157,694.38