

HILL COUNTY WATER DISTRICT

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CCR Report Direct Link:

[HTTPS://HILLCOUNTYWATERDISTRICT.COM/CCR1](https://hillcountywaterdistrict.com/ccr1)

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NOVEMBER 2024 AGENDA

November 6, 2024 - 7:30 p.m. at the District's 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. Financial Report
3. CD Renewal

OTHER NEW BUSINESS:

OTHER:

1. Delinquencies
2. Bills

NEXT REGULAR MEETING – December 4, 2024 at 7:30 p.m.

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MINUTES OF THE REGULAR MEETING OF THE HILL COUNTY WATER DISTRICT

The regular meeting of the Hill County Water District was held on October 2, 2024, at the District's office at Hingham, Montana.

RECOGNITION OF VISITORS: None.

CALL TO ORDER:

The meeting was called to order at 7:30 p.m. by President Lowell Strissel, who acted as Chairman. All board members were present and the chairman declared a quorum present. Also present was Manager Chad Hedges and Secretary Tammy Pike.

APPROVAL OF MINUTES FROM PREVIOUS MEETINGS:

The Chairman asked for corrections or additions to the minutes of the September 4, 2024, regular board meeting previously received by all board members. On motion by Shane Borlaug, seconded by Jason Myers, the Board approved the minutes of the September 4, 2024, regular board meeting as presented.

OLD BUSINESS:

None.

OTHER OLD BUSINESS:

None.

NEW BUSINESS:

EMPLOYEE REPORT: Chad Hedges advised the generator at BPS 1 is not working and Power Systems West has been contacted.

Mr. Hedges reported several individuals have contacted the District to obtain services.

Mr. Hedges also reported the pump 2 at BPS 1 will be repaired on Wednesday as long as the weather stays nice.

Mr. Hedges advised the pipe for the North Central water line has been delivered to Inverness and the contractor plans to start digging in November.

Mr. Hedges reported on patching a leak on the Inverness tank near the hatch. Divers will be contacted to assess the tank.

PERSONNEL COMMITTEE: Larry Fossen reported on the committee's meeting to review the evaluations for employees. The committee recommended a 3.0% raise for all employees. On motion by Larry Fossen, seconded by Rob Moog, the Board approved a 3.0% raise for all employees, effective as of the November 2024 pay period.

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 is 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. On motion by Shane Borlaug, seconded by Tina Wood, the Board approved renewing the existing CD at Independence Bank for one year at a rate of 3.95% and authorized the officers to execute any documents required.

OTHER NEW BUSINESS:

LEAD SERVICE LINE INVENTORY: Tammy Pike advised there are only 49 questionnaires that need to be filled out and the lead service line inventory will be complete.

CYBERSECURITY TRAINING: Tammy Pike discussed the cybersecurity training she recently attended. Ms. Pike contacted the District's IT provider to discuss increasing the District's security. Ms. Pike also has a cybersecurity evaluation meeting scheduled with Micro-Comm for the scada network. Ms. Pike advised the District does not have an Standard Operating Procedure (SOP) for cyber threats. Ms. Pike will prepare an SOP and advised she has also set up a binder of contact information for all water groups which was presented at the meeting.

PWS MONITORING SCHEDULE: Tammy Pike reported on her conversation with George Williams and Lynette Radonich of DEQ. Ms. Pike also contacted ME Lab regarding missing information for the lead and copper samples which would cause the District to be out of compliance. Ms. Pike provided the sample information to DEQ and ME Lab also resubmitted the information to DEQ. Ms. Pike was advised the lab is using a new database to upload information to DEQ and some sampling information for public water supplies is not uploading properly. Ms. Pike was advised DEQ and ME Lab are keeping an eye on the issue.

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 Jason Myers seconded by Shane Borlaug, the Board approved all such bills for payment.

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



Tammy R. Pike, Board Secretary

Next Regular Meeting – Wednesday November 6, 2024, at 7:30 p.m. at the District's office at 104 Second Street, Hingham, Montana.

HILL COUNTY WATER DISTRICT

10/2/2024 5:30 PM

Register: 1021 · Cash in Bank-Independence Bank

From 09/05/2024 through 10/02/2024

Sorted by: Date, Type, Number/Ref

| Date | Number | Payee | Account | Memo | Payment | C | Deposit | Balance |
|------------|--------|-------------------------|--------------------------|-------------------|----------|---|----------|------------|
| 09/05/2024 | | | 12000 · Undeposited F... | Mobile Deposit | | X | 7,940.15 | 152,380.49 |
| 09/05/2024 | | | 12000 · Undeposited F... | Mobile Deposit | | X | 70.00 | 152,450.49 |
| 09/06/2024 | eft | Allegiance | 2005 · Accounts Payab... | | 10.50 | X | | 152,439.99 |
| 09/06/2024 | TP | | 1145 · Accounts Recei... | | | X | 100.00 | 152,539.99 |
| 09/07/2024 | TP | | 1145 · Accounts Recei... | | | X | 100.00 | 152,639.99 |
| 09/09/2024 | 2282 | Hawkins Inc. | 2005 · Accounts Payab... | | 500.00 | X | | 152,139.99 |
| 09/09/2024 | TP | | 1145 · Accounts Recei... | | | X | 192.74 | 152,332.73 |
| 09/09/2024 | TP | | 1145 · Accounts Recei... | | | X | 64.00 | 152,396.73 |
| 09/10/2024 | eft | Montana Dept. of Re... | 2100 · State Wtihholding | 4026077-002-... | 291.00 | X | | 152,105.73 |
| 09/11/2024 | eft | United States Treasury | -split- | 81-0297216 | 2,909.34 | X | | 149,196.39 |
| 09/11/2024 | TP | | 1145 · Accounts Recei... | | | X | 152.34 | 149,348.73 |
| 09/11/2024 | TP | | 1145 · Accounts Recei... | | | X | 140.85 | 149,489.58 |
| 09/11/2024 | TP | | 1145 · Accounts Recei... | | | X | 107.00 | 149,596.58 |
| 09/13/2024 | | | 12000 · Undeposited F... | Deposit | | X | 224.00 | 149,820.58 |
| 09/16/2024 | TP | | 1145 · Accounts Recei... | | | X | 77.18 | 149,897.76 |
| 09/17/2024 | | | 12000 · Undeposited F... | Deposit | | X | 133.85 | 150,031.61 |
| 09/18/2024 | | | -split- | Deposit | | X | 4,192.62 | 154,224.23 |
| 09/18/2024 | | | 12000 · Undeposited F... | Deposit | | X | 70.00 | 154,294.23 |
| 09/19/2024 | | | 12000 · Undeposited F... | Deposit | | X | 278.25 | 154,572.48 |
| 09/23/2024 | eft | Montana DPHHS La... | 2005 · Accounts Payab... | | 151.19 | X | | 154,421.29 |
| 09/23/2024 | 2283 | Core & Main | 2005 · Accounts Payab... | | 971.54 | | | 153,449.75 |
| 09/23/2024 | 2284 | Hawkins Inc. | 2005 · Accounts Payab... | 6828263/6860... | 5,364.38 | | | 148,085.37 |
| 09/23/2024 | 2285 | ME Lab | 2005 · Accounts Payab... | | 27.00 | | | 148,058.37 |
| 09/23/2024 | 2286 | North Central Auto P... | 2005 · Accounts Payab... | | 51.93 | | | 148,006.44 |
| 09/23/2024 | 2287 | Western Lumber & S... | 2005 · Accounts Payab... | | 3.40 | | | 148,003.04 |
| 09/23/2024 | TP | | 1145 · Accounts Recei... | | | X | 432.82 | 148,435.86 |
| 09/26/2024 | | QuickBooks Payroll ... | 2110 · Wages Payable | Created by Pay... | 9,685.92 | X | | 138,749.94 |
| 09/27/2024 | 2198 | American Funds | -split- | | 2,277.45 | X | | 136,472.49 |
| 09/27/2024 | | Cady, Lonnie M. | -split- | Direct Deposit | | X | | 136,472.49 |
| 09/27/2024 | | Hedges, Chad M | -split- | Direct Deposit | | X | | 136,472.49 |
| 09/27/2024 | | Pike, Tammy R. | -split- | Direct Deposit | | X | | 136,472.49 |
| 09/27/2024 | TP | | 1145 · Accounts Recei... | | | X | 150.00 | 136,622.49 |
| 09/28/2024 | TP | | 1145 · Accounts Recei... | | | X | 67.56 | 136,690.05 |
| 09/29/2024 | TP | | 1145 · Accounts Recei... | | | X | 71.25 | 136,761.30 |
| 09/30/2024 | | | 4320 · Interest Income | Interest | | X | 96.05 | 136,857.35 |
| 09/30/2024 | eft | Blue Cross Blue Shie... | 2005 · Accounts Payab... | | 3,114.30 | X | | 133,743.05 |
| 09/30/2024 | eft | Heartland | 2005 · Accounts Payab... | | 6.00 | X | | 133,737.05 |
| 10/02/2024 | eft | Hill County Electric | 2005 · Accounts Payab... | | 5,313.24 | | | 128,423.81 |
| 10/02/2024 | 2288 | American Welding &... | 2005 · Accounts Payab... | | 83.85 | | | 128,339.96 |
| 10/02/2024 | 2289 | C & H Tires Inc. | 2005 · Accounts Payab... | 39345 | 96.98 | | | 128,242.98 |

HILL COUNTY WATER DISTRICT

10/2/2024 5:30 PM

Register: 1021 · Cash in Bank-Independence Bank

From 09/05/2024 through 10/02/2024

Sorted by: Date, Type, Number/Ref

| Date | Number | Payee | Account | Memo | Payment C | Deposit | Balance |
|------------|--------|--------------------------|--------------------------|-------|-----------|---------|------------|
| 10/02/2024 | 2290 | Daniel Hybner | 2005 · Accounts Payab... | | 80.00 | | 128,162.98 |
| 10/02/2024 | 2291 | Diamond Welding | 2005 · Accounts Payab... | | 350.00 | | 127,812.98 |
| 10/02/2024 | 2292 | Farmers Union Oil | 2005 · Accounts Payab... | | 232.89 | | 127,580.09 |
| 10/02/2024 | 2293 | Fraser's Oil | 2005 · Accounts Payab... | | 436.25 | | 127,143.84 |
| 10/02/2024 | 2294 | Jason Myers | 2005 · Accounts Payab... | | 80.00 | | 127,063.84 |
| 10/02/2024 | 2295 | Kevin W. Springer | 2005 · Accounts Payab... | | 80.00 | | 126,983.84 |
| 10/02/2024 | 2296 | Larry J. Fossen | 2005 · Accounts Payab... | | 80.00 | | 126,903.84 |
| 10/02/2024 | 2297 | Lowell Strissel | 2005 · Accounts Payab... | | 80.00 | | 126,823.84 |
| 10/02/2024 | 2298 | North 40 Outfitters | 2005 · Accounts Payab... | | 284.73 | | 126,539.11 |
| 10/02/2024 | 2299 | Northwest Pipe Fittin... | 2005 · Accounts Payab... | 40721 | 3,754.30 | | 122,784.81 |
| 10/02/2024 | 2300 | Northwestern Energy | 2005 · Accounts Payab... | | 348.32 | | 122,436.49 |
| 10/02/2024 | 2301 | Peak Supply Compan... | 2005 · Accounts Payab... | | 1,520.90 | | 120,915.59 |
| 10/02/2024 | 2302 | Rob Moog | 2005 · Accounts Payab... | | 80.00 | | 120,835.59 |
| 10/02/2024 | 2303 | Roosevelt Service Inc | 2005 · Accounts Payab... | | 449.36 | | 120,386.23 |
| 10/02/2024 | 2304 | Shane Borlaug | 2005 · Accounts Payab... | | 80.00 | | 120,306.23 |
| 10/02/2024 | 2305 | Tina Wood | 2005 · Accounts Payab... | | 80.00 | | 120,226.23 |
| 10/02/2024 | 2306 | Verizon Wireless | 2005 · Accounts Payab... | | 332.59 | | 119,893.64 |