



Hungry Horse County Water & Sewer District

528 Colorado Boulevard, Hungry Horse, MT 59919 | 406-387-5694

Board of Directors Meeting Minutes

March 20th, 2025 | 6:00PM

A. CALL TO ORDER 6:00PM President Wagner called the meeting to order.

B. ROLL CALL 6:00PM PRESENT: President Doug Wagner, Vice President Tom Blakney, Director Jamie Foster, Director Brent Schmidt, Director Dan Stahlberg STAFF: GMO Ben Shafer, Bookkeeper Cassie Ferguson
GUESTS: Vivian Allen EXCUSED ABSENT: Secretary Raye Lynn Goodson

C. ADOPTION OF AGENDA 6:02PM

6:02PM Wagner **MOVED** to adopt the agenda. AYE UNANIMOUS **MOTION PASSED; SO RESOLVED**

D. PUBLIC COMMENT 6:03PM

Allen asked if the board members and staff had filled out her survey. Allen submitted multiple written public comment documents.

E. FEBRUARY 2025 MINUTES TO CORRECT AND APPROVE 6:05PM

6:02PM Wagner **MOVED** to adopt the February 2025 Minutes. AYE UNANIMOUS **MOTION PASSED; SO RESOLVED**

F. REPORTS 6:05PM

Reports supplied for the Monthly Meeting are available for the public upon request

1. BOOKKEEPER'S REPORT (DIRECTOR'S REPORT) 6:05PM

a. FINANCIALS STATEMENTS

b. BILLS; UNPAID BILLS 6:05PM

The board and staff discussed payment with an ACH payment system for their landscape/plowing service vendor at time of invoice.

6:07PM Blakney **MOVED** to pay Libby Landscaping at time of invoice and review the bill during the board meetings.

AYE UNANIMOUS **MOTION PASSED; SO RESOLVED**

6:08PM Schmidt **MOVED** to pay the unpaid bills for March. AYE UNANIMOUS **MOTION PASSED; SO RESOLVED**

6:09PM The board and staff went over Profit & Loss. Shafer asked about Property Tax bills and Ferguson was going to check on it for him. The board and staff discussed the Interest Income numbers. **6:15PM** The board and staff went over the Balance Sheet. The board and staff continued their discussion of Interest Income and dividends.

c. CORRESPONDENCE 6:15PM

Ferguson went over all accounts that had contacted the district regarding their bills.

2. MANAGER'S WRITTEN REPORT 6:20PM

Shafer stated the district was cited for violation for Failure to Sample for Manganese and went over the timeline of events that led towards this citation. The result of the violation is notifying the public. Shafer went over the 2025 nitrates results. Shafer went over his investigation of the fire hydrants looking for the water loss. Shafer also discussed hydrant updates and the volunteer fire department's involvement. Shafer talked about new installs coming up this summer. Shafer also discussed painting the storage tanks. The fire extinguishers were recharged and re-certified for the year and new insulation was applied to the pump houses. 19.8% of houses used 0 water and are sitting empty all winter.

6:36PM The board and staff went over the Glacier Bank CD.

6:40PM Foster **MOVED** to pay \$42,000 towards the RD Loan. AYE UNANIMOUS **MOTION PASSED; SO RESOLVED**

3. SECRETARY'S REPORT 6:45PM

Allen requested a secretary's report.

The board went over the Secretary's report.

G. UNFINISHED BUSINESS 6:46PM

1. CONTINUED RESOLUTION REGISTER CLEANUP 6:46PM

a. AMEND OFFICIAL MINUTES FORMAT-WRITTEN NOT ELECTRONIC 6:46PM

6:49PM Wagner **MOVED** to rescind the January 21st, 2021 motion. AYE UNANIMOUS **MOTION PASSED; SO RESOLVED**

6:50PM Schmidt **MOVED** that the Board Meeting Official Minutes will be the written minutes submitted by the secretary and approved by the Board. AYE UNANIMOUS **MOTION PASSED; SO RESOLVED**

b. AMEND PROCEDURAL MOTION FROM REGISTER 6:51PM

6:51PM Wagner **MOVED** to rescind the May 28th, 2020 adoption of reports, and change to receiving reports.

AYE UNANIMOUS **MOTION PASSED; SO RESOLVED**

c. MEETING ETIQUETTE PROPOSED STATUS CHANGE 6:53PM

6:54PM Foster **MOVED** to amend the verbiage of the May 28th, 2020 motion to read received.

AYE UNANIMOUS **MOTION PASSED; SO RESOLVED**

d. 2 PARLIAMENTARIAN REPORTS TO BE RECLASSIFIED 6:55PM

6:56PM Foster **MOVED** to change the verbiage to receive the reports given 06/18/2020 and adopted 07/16/2020, rather than adopt. AYE UNANIMOUS **MOTION PASSED; SO RESOLVED**

2. POLICY COMMITTEE RULES & REGULATIONS 6:57PM

a. RATE SCHEDULE 6:57PM

Schmidt led the conversation with the board as they went through the Rate Schedule and changes needed.

7:01PM Foster **MOVED** to update the Rate Schedule with the updated, correct rates based on the reductions the board has approved and post on our website. **AYE UNANIMOUS MOTION PASSED; SO RESOLVED**

The board and staff reviewed the Martin City Rate Schedule and a potential rate reduction in the future.

7:03PM Schmidt led the conversation with the board as they went through the Rules and Regulations and made changes.

b. PUBLIC COMMENT POLICY DISCUSSION 7:21PM

Foster stated they don't currently have a Public Comment Policy.

7:24PM Wagner **MOVED** to have the Rules & Regulations Committee will draft a Public Comment Policy.

AYE UNANIMOUS MOTION PASSED; SO RESOLVED

H. NEW BUSINESS 7:25PM

1. TASK REVIEW 7:25PM

7:25PM Shafer will continue to investigate the leak and other tasks on his list.

7:27PM Foster will attend the April 2nd Rules & Regulations Meeting

7:28PM Ferguson will cover financial tasks.

7:29PM Schmidt will attend the April 2nd Rules & Regulations Meeting.

7:29PM Wagner will go to the bank Monday for CD.

I. ADJOURNMENT (7:30PM or sooner) 7:30PM

7:30PM Foster **MOVED** to adjourn. **AYE UNANIMOUS MOTION PASSED; SO RESOLVED**

Signed _____

Douglas T. Wagner, President

Date _____

Attested _____

Raye Lynn Goodson, Secretary

Date _____