



# Hungry Horse County Water & Sewer District

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

## Board of Directors Meeting

March 21st, 2024 | 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 Vivian Allen, Director Jamie Foster, Director Brent Schmidt, Director Richard Hardesty STAFF: Secretary Raye Lynn Goodson, Bookkeeper Cassie Ferguson (**exited at 6:55PM**) EXCUSED ABSENT: GMO Ben Shafer GUESTS: Pam Northrup, Tom Blakney **6:03PM** The board and staff discussed Shafer's excused absence and that he was receiving an award for Rural Water District Management in Great Falls.

### **C. ADOPTION OF AGENDA 6:03PM - 6:20PM**

Allen stated she would like to add her parliamentary report.

**6:04PM** Wagner **MOVED** to add Vice President's Parliamentary Report to the agenda.

**AYE** (2) Allen, Hardesty **NAY** (3) Wagner, Foster, Schmidt **MOTION FAILED**

Allen asked to have her report added to the minutes after the motion to adding it to the agenda failed. The board discussed if it was necessary or needed to add her report to the minutes. **6:05PM** Wagner wanted to wait to approve 02/15/2024 minutes until next meeting. **6:07PM** Foster read from Robert's Rules and Montana State Law regarding adding Allen's reports to the minutes. The board discussed the proper procedures when attaching reports to the minutes. In this case the board stated this is a report written by an individual member that was not asked to be written and not all members of the board agree with its content. **6:15PM** Foster stated that the general public will not understand when a report is attached and that they will assume it is in the opinion of the board. The board discussed the difference between receiving a report and attaching it to the minutes or agenda.

**6:16PM** Wagner **MOVED** to add Vice President's Parliamentary Report to the minutes.

**NAY** (3) Wagner, Foster, Schmidt **AYE** (2) Allen, Hardesty **MOTION FAILED**

**6:17PM** The board discussed how a board member can properly enter reports into the agenda, minutes and record.

**6:20PM** Wagner **MOVED** to adopt the agenda with an amendment of excluding 02/15/2024.

**AYE** (4) Hardesty, Wagner, Foster, Schmidt **NAY** (1) Allen **MOTION PASSED; SO RESOLVED**

**D. PUBLIC COMMENT 6:20PM** Tom Blakney stated he was running for a board member position.

### **E. REPORTS**

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

#### **1. BOOKKEEPER'S REPORT (DIRECTOR'S REPORT) 7:43PM**

Wagner read the discrepancies between the numbers in the bank and credit union and the numbers presented in the report. Wagner suggested moving money into a CD based on the actual bank and credit union totals and the board discussed this option. Allen read all of the discrepancies she found on her end. The board decided to move forward with a CD, they discussed the amount they will be putting into a CD and whether they will use the bank or credit union.

**7:56PM** Schmidt **MOVED** to put \$40,000 into a CD at Glacier Bank.

**AYE UNANIMOUS MOTION PASSED; SO RESOLVED**

**8:00PM** Schmidt **MOVED** to extend the meeting 8 minutes to cover any uncovered business.

**AYE UNANIMOUS MOTION PASSED; SO RESOLVED**

**8:03PM** Wagner opened up the discussion to address the Acct 236, 138 and 364 situation and who should be paying the bill for a meter pit based on property ownership. The board discussed this matter and chose to discuss this matter further in the next meeting. Allen stated she was confused with the graph/map that was produced by Shafer on this matter and is to misinformed to move forward on this matter.

**8:11PM** Allen **MOVED** to table the backlog of minutes and the Acct 236, 138 and 364 matter to next meeting. **AYE UNANIMOUS MOTION PASSED; SO RESOLVED**

#### **a. FINANCIAL STATEMENTS**

#### **b. BILLS; UNPAID BILLS 8:01PM**

**8:01PM** Schmidt **MOVED** to pay the Unpaid Bills for March.

**AYE UNANIMOUS MOTION PASSED; SO RESOLVED**

**c. CORRESPONDENCE**

**1. MANAGER’S MONTHLY WRITTEN REPORT 6:24PM - 6:33PM**

Foster read GMO Shafer’s Manager Report aloud to the group in his absence.

The board discussed the information in the Manager’s Report and the motion needed for his needed spending.

**6:31PM** Schmidt **MOVED** to authorize Shafer’s spending of \$4686 to Midco Diving & Marine Services.

**AYE UNANIMOUS MOTION PASSED; SO RESOLVED**

**F. UNFINISHED BUSINESS 6:34PM**

**1. POLICY COMMITTEE REVIEW SECTIONS 4,5 & 6 OF THE RULES AND REGS. 6:34PM - 7:27PM**

Schmidt read the revised Articles and Sections of the Rules and Regulations. The board discussed with the Policy Committee what changes they believed are needed on top of their already made revisions.

**6:40PM** The board troubleshooted a Covenant from 1997 when discussing Article 5. Foster addressed that the Policy Committee is aware of this covenant and it will be addressed. Allen suggested adding a Section 3 to Article 5 based on her experience as a land owner within the district boundaries. **6:48PM**

Schmidt read the revised Article 6. Section 3 brought up discussion on septic approvals, porta-potties and campgrounds. **6:55PM** Ferguson stated she would be heading home to print her reports for the board.

**7:00PM** Schmidt read the changes the Policy Committee made to Section 4 of Article 6. The board review Title 7, Chapter 13, Montana Code Annotated that Section 4 refers to. **7:04PM** Allen added more suggestions to Section 3 and 4. Schmidt read the revised Section 5 of Article 6 and the board discussed the changes and matters pertaining to this Section. **7:11PM** Schmidt read the revised Section 6 and 7 of Article 6. **7:17PM** Schmidt stated Section 8 of Article 6 had no changes and the board discussed this section regarding an account. **7:21PM** Schmidt read the revised Section 9 of Article 6. The board discussed Article 20 as it was referred to in this Section and who this Section may be applicable to. **7:26PM** Schmidt read the revised Section 10 of Article 6. **7:27PM** Foster stated 7,8 & 9 are fairly short and should be ready for next meeting.

**2. FOREST SERVICE SPECIAL USE PERMIT / TANK STATUS 7:28PM - 7:36PM**

Wagner shared his conversations with the Forest Service regarding this matter. The board discussed why this permit is needed and the cost associated with said permit. The board discussed the Tank Status.

**3. CSKT INFORMATION UPDATE 7:36PM**

Wagner shared his conversations with the Attorney’s regarding Allen’s “Talking Points” document and their response to the document. Allen stated her opinion and how this document should be handled based of the board training she attended. The board discussed “Executive Meetings” and when they are allowed and necessary.

**4. APPROVE BACKLOG OF MEETING MINUTES 11/15/22, 1/18/24,~~2/15/24~~-TABLED**

**G. NEW BUSINESS 8:10PM - 8:15PM**

**1. NONE**

**2. TASK REVIEW 8:10PM**

**8:10PM** Foster will talk about covenant(s) discussed with the county, add a variance for wells and DEQ to definitions regarding Rules & Regulations Committee, create a Secretarial Job Description.

**8:12PM** Schmidt will organize a Rules & Regulations Meeting and make changes to Rules & Regulations as suggested by the board.

**8:12PM** Goodson will write March Minutes.

**8:15PM** Wagner will go to the Bank and set-up the CD.

**H. ADJOURNMENT AT 8:00PM OR SOONER**

**8:16PM** Wagner **MOVED** to adjourn **AYE UNANIMOUS MOTION PASSED; SO RESOLVED**

Signed \_\_\_\_\_ Date \_\_\_\_\_  
*Douglas T. Wagner, President*

Attested \_\_\_\_\_ Date \_\_\_\_\_  
*Raye Lynn Goodson, Secretary*