



Hungry Horse County Water & Sewer District

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

Board of Directors Meeting Minutes

September 25th, 2025 | 6:00PM

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

B. ROLL CALL 6:00PM

PRESENT: Director Dan Stahlberg, Director Brent Schmidt, Director Jamie Foster, President Doug Wagner

STAFF: GMO Ben Shafer, Bookkeeper Mallory Mumma GUESTS: Vivian Allen

EXCUSED ABSENT: Secretary Raye Lynn Goodson, Vice President Tom Blakney

C. ADOPTION OF AGENDA 6:00PM

6:00PM Wagner **MOVED** to adopt the agenda. **AYE UNANIMOUS MOTION PASSED; SO RESOLVED**

D. PUBLIC COMMENT 6:01PM - 6:05PM

Allen asked about the sprinkler rate and whether the information was available on the website. Wagner confirmed that it was posted. Allen inquired if the board would be providing an explanation of the rates to the public. The board, staff, and Allen discussed when the rates take effect. Allen further commented that the Manager has mentioned at several meetings being limited on time for Hungry Horse Water District due to responsibilities with Martin City and Coram Water Districts. She requested that the board evaluate the Manager's hours worked for Hungry Horse in relation to his \$40,000 salary and \$1,000 Christmas bonus, and consider whether compensation should be adjusted to an hourly rate. Allen also submitted written public comment regarding the "19 June 2025 Meeting Minutes" and the "24 July 2025 Meeting Minutes."

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

The board discussed the changes needed in the August minutes which included one sentence. **6:06PM** Shafer changed the discussion back to the Sprinkling Rate as Mumma had located the dates brought into question. The board and staff discussed amending the Rules and Regulations to include the billing cycle for the Sprinkling Rate before next Spring.

6:08PM The board discussed why Goodson presented 2 forms of minutes. The board and staff discussed Shafer's investigation of finding a potential leak and a customer issue (ACCT#384) that was solved during the last meeting. The board and staff also discussed a residence that turned on their own water and how they can bill them for it and a Rules and Regulations Booklet being created. **6:19PM** Allen requested that the Secretary be reminded that she should not be editing the minutes and should be more fair in her representation of Public Comment. The board also discussed the Agenda not being sent out to all board members by the Secretary.

6:09PM Wagner **MOVED** to accept the August Meeting 2025 Minutes as corrected.

AYE UNANIMOUS MOTION PASSED; SO RESOLVED

F. REPORTS 6:20PM

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

1. BOOKKEEPER'S REPORT (DIRECTOR'S REPORT) 6:20PM

a. FINANCIALS STATEMENTS 6:20PM

PROFIT & LOSS Mumma stated she is still working on Profit & Loss. She will be meeting with Tangie.

6:22PM Foster **MOVED** to get Tangie and Mumma together to work on the books.

AYE UNANIMOUS MOTION PASSED; SO RESOLVED

Mumma asked for a list of what documents the board would like to see each month. Mumma went over an adjustment for a costumer and she stated the Past Due List has gotten smaller. Shafer went over the Past Due List and said it was even shorter than it looks because of the process to get them off the list. Mumma went over the difference between the Past Due List and Shut-off list she gives to Shafer.

b. BILLS; UNPAID BILLS 6:25PM

6:26PM Schmidt **MOVED** to pay the bills for September 2025. **AYE UNANIMOUS MOTION PASSED; SO RESOLVED**

Allen asked if there was a list of the bills available, and Wagner stated that there was only a list of the checks being issued. Schmidt read them aloud.

c. CORRESPONDENCE 6:28PM

Mumma stated they are receiving monthly RD Loan statements.

2. MANAGER'S WRITTEN REPORT 6:59PM

Shafer presented his written Manager's Report and reviewed it with the board. He reported that invoices will be sent to Martin City and Coram Water Districts for five meter pits; one has been used in Hungry Horse, with two remaining. Shafer noted that painting of Pump House #2 has been completed, and the DEQ Sanitary Survey is scheduled for October 1st. William Myer continues work on the Service Line Inventory, and a review meeting will be held to address unknown service lines. Shafer also reported completing multiple repairs in preparation for winter. He stated that Well #3 has faulted several times without generating notifications and that he is investigating both the cause of the faults and the notification issue.

3. SECRETARY'S REPORT 6:31PM

The Secretary did not submit a report.

G. UNFINISHED BUSINESS 6:32PM

1. MAKE BALLOON PAYMENT ON LOAN 6:32PM

6:32PM Wagner **MOVED** to make a \$100,000 Balloon Payment on their loan from the CD that matured in Glacier Bank. AYE (3) NAY (1) **MOTION PASSED; SO RESOLVED**

The board discussed the motion and reviewed available funds in CDs and bank accounts prior to voting. Members noted the need to maintain emergency reserves and considered potential changes to interest rates. The board agreed to revisit the matter before the payment is made, at Foster's request.

2. ONE FINISHED COPY OF RULES, REGULATIONS AND RATES (PRINTED) 6:47PM

Goodson will print a copy before the next meeting.

3. GO OVER OPERATOR'S BOARD REQ TASK LIST FOR UPDATES 6:48PM

Shafer went over items on the list.

The board and Shafer went over what has been done on the list so far and the expectations based on the list.

6:59PM Foster **MOVED** to extend the meeting 5 minutes.

AYE UNANIMOUS **MOTION PASSED; SO RESOLVED**

H. NEW BUSINESS 6:57PM

1. DISCUSS SICK LEAVE AND VACATION TIME ACCRUAL 7:05PM

7:05PM Wagner **MOVED** to talk to the Attorney about Sick Leave and Vacation Time.

AYE UNANIMOUS **MOTION PASSED; SO RESOLVED**

2. TASK REVIEW

I. ADJOURNMENT (6:45PM or sooner)

7:07PM Wagner **MOVED** to adjourn. AYE UNANIMOUS **MOTION PASSED; SO RESOLVED**

Signed _____
Douglas T. Wagner, President

Date _____

Attested _____
Raye Lynn Goodson, Secretary

Date _____