



Hungry Horse County Water & Sewer District

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

Board of Directors Meeting Minutes

November 21st, 2024 | 6:00PM

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

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

3. ADOPTION OF AGENDA 6:01PM

6:01PM Wagner **MOVED** to adopt the agenda. **AYE UNANIMOUS MOTION PASSED; SO RESOLVED**

4. PUBLIC COMMENT 6:01PM - 6:04PM

Allen complimented and commended the district on what they are doing with the financial situation. Allen stated she had some other written comment to enter to the public record to be attached to the minutes.

5. OCTOBER MINUTES TO CORRECT AND APPROVE 6:04PM

Wagner stated Goodson sent out the October Minutes.

6:05PM Wagner **MOVED** to adopt the October Minutes. **AYE UNANIMOUS MOTION PASSED; SO RESOLVED**

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

6. BOOKKEEPER'S REPORT (DIRECTOR'S REPORT) 6:05PM - 6:24PM

FINANCIALS 6:06PM Shafer stated they are selling a lot of water for this time of year, and stated the loss is still concerning. Shafer gave a summary of what he plans to do to find the leak. Shafer and the board go over financials.

BILLS; UNPAID BILLS 6:13PM Shafer and the board go over the bills. They compared numbers to last month and the minutes from October. There was extensive discussion for Quickbooks balance.

6:18PM Schmidt **MOVED** to pay the unpaid bills for November.

6:18PM Foster **AMENDED** the Motion to say that Shafer will check the balance with Ferguson.

AYE UNANIMOUS MOTION PASSED; SO RESOLVED

6:20PM BALANCE SHEET The board went over the Balance Sheet and discussed the numbers. They discussed the CD accounts and deadlines. **6:24PM** Allen said she has 2 questions on the Profit & Loss and Balance Sheet; Profit & Loss Allen asked about the \$20 Storage Unit, Shafer stated he would ask Ferguson. Allen had another question about "Total Accounts Receivable". **6:39PM** Shafer stated that the "Storage Rent" on Profit & Loss was their Safety Deposit Box. Shafer also stated the "USDA Bill" is indeed property taxes, and Quickbooks balance was answered for \$1751.

CORRESPONDENCE 7:22PM - 7:32PM Shafer read the correspondence from ACCT#11 who wrote in about Leak Forgiveness. Shafer gave his summary of events for this account's leak and his recommendation was to grant Leak Forgiveness. The board and Shafer discussed the Leak Forgiveness qualifications.

7:26PM Wagner **MOVED** to grant ACCT#11 Leak Forgiveness and credit them for half of their bill amount.

7. MANAGER'S WRITTEN REPORT 6:25PM - 6:34PM

Shafer reiterated his plan to find the leak. Shafer and Wagner discussed the "high-use" service and "low-use" service. Shafer stated he would add it to his list. Blakney asked about leak detection and Shafer explained in-depth. The board discussed the leak detection process. The board and Shafer discussed some customer accounts on the Past Due List.

8. SECRETARY'S REPORT

9. UNFINISHED BUSINESS 6:34PM

POLICY COMMITTEE- RULES AND REGS. READING 6:34PM - 7:22PM

6:37PM Allen asked for a physical copy of the Rules & Regulations. Schmidt stated everyone had digital copies.

6:39PM The board printed the documents. The board and committee went over changes to the Rules & Regulations including definitions such as costumer and consumer, and grammatical changes. The board and Shafer make changes as they go through the Rules & Regulations. **6:50PM** Allen stated there was a typo. **6:56PM** Schmidt read through the articles the committee went through. He stated the articles will have different numbers. **7:03PM** Allen suggested writing out "General Manager/Operator" because a costumer reading this article wouldn't know what "this" means. **7:09PM** The board and Shafer discussed people digging their own wells within the district. **7:21PM** Schmidt stated he will get his final edits done and send it over to Goodson to make into an official document. The Leak Adjustment form needs to be available on the website for the customer.

10. CSKT DISCUSSION 7:32PM - 7:36PM

Wagner gave a summary of events for the CSKT Compact including what the judge may be ruling on and dates. The board discussed what may happen after the ruling. **7:35PM** Allen made a statement about the judge on the January 6th hearing.

11. FINDINGS ON ACCT #349 7:36PM

Foster said their will be an update, she is still working on it.

12. RESOLUTION REGISTER CLEAN-UP 7:37PM

7:38PM Foster MOVED to RESEND the 12/22/2021 motion to move a minimum of \$4000 a month from Glacier Bank to Whitefish Credit Union. **AYE UNANIMOUS MOTION PASSED; SO RESOLVED**

Foster asked to have this noted on the farthest right column of the Resolution Register. Foster stated they had a motion on 05/28/2020 that stated the board should annually review and report all actions that have been suggested, urged, or recommended in the year previous and report when it is acted upon or completed. The board discussed this motion.

7:40PM Foster MOVED to RESEND the 05/28/2020 motion that the board should annually review and report all actions that have been suggested, urged, or recommended in the year previous and report when it is acted upon or completed. **AYE UNANIMOUS MOTION PASSED; SO RESOLVED**

The board and Shafer discussed how Goodson is adding adjournments and general motions and how they can format sheets by particular tags and categories.

13. LIST OF TOPICS FOR COMMITTEE TO REVIEW GOING FORWARD 7:45PM

Foster stated she has started making a list of these things, but next meeting would work better to discuss these topics.

14. TASK REVIEW 7:46PM

7:46PM Shafer will investigate a “high-use” and “zero-use” account on the south side of Hungry Horse, he will ask Montana Rural Water about the well moratorium and also investigate the leak. He will also try and find a Leak Forgiveness Form and fill it out for ACCT#11.

7:48PM Foster will attend the December 4th meeting and develop more for ACCT#349.

7:49PM Blakney will attend the December 4th meeting.

7:49PM Schmidt will attend the December 4th meeting and get the Rules and Regulations over to Goodson.

15. ADJOURNMENT (8:00PM or sooner) 7:50PM

7:50PM Wagner **MOVED** to adjourn. **AYE UNANIMOUS MOTION PASSED; SO RESOLVED**

Signed _____ Date _____
Douglas T. Wagner, President

Attested _____ Date _____
Raye Lynn Goodson, Secretary