

**Worden/Ballantine Water & Sewer District**  
**July 12, 2021 @ 7pm**  
**Meeting Minutes**

**Opening/Roll Call:** Board President, Dan Ewen called the meeting to order to 7:04pm, Board members attending: Dan Ewen-via phone, Judy Becker, Marc Larson, and Gary Fredericks; employees attending: Dan Krum, Joey Oltrogge, and Sandy Kust;

**Approval of June meeting minutes:** Motion by Mr. Larson to approve the June meeting minutes as printed, 2<sup>nd</sup> by Ms. Becker, motion carried unanimously;

**Delegations:** none

**Correspondence:** none

**Bills:** Total Bills for July, 2021: \$26,310.12, Mr. Fredericks asked about the bill from Xylem regarding the bill for the by-pass pump, he also asked about the bill for Springline Construction which was for the Cooper property in Ballantine, Mr. Fredericks made a motion to approve the bills, 2<sup>nd</sup> by Ms. Becker; Mr. Larson asked about the bills from Great West Engineering and asked if these bills could be paid as they are overdue and they could be reimbursed on August 26<sup>th</sup>, 2021. Mr. Krum stated these bills are part of the project and Great West knew that they would not get paid until the loan funds were put into the Districts construction account and the district may have emergencies that arise and need to have the funds to pay for any emergency. Mr. Fredericks stated Great West needs to wait until the funds are put into the construction account before paying Great West Engineering as the District has to come up with \$100,000 match towards this project. Sandy stated the \$100,000 would not need to be paid out until 2022 as part of these funds are for the audit which does not need to be completed until District exceeds \$750,000 in funds and the other funds will be used to pay off one of the previous loans the District is currently paying for. After discussion it was decided to wait until funds are put into the construction account before paying the Great West Engineering invoices, the motion carried unanimously;

**Operator/General Manager Reports :** Leak in Trask circle had to dig out curb stop, exercised valves on Rd 15, as well as on Cane Street in Ballantine, had to have the line between lagoon cell 1 and 2 unplugged as was plugged with wild onions, completed and submitted the CCR report to the MTDEQ. Mr. Krum continues to work with Sandy on the water project as well as doing his normal office work, Dan will email Sandy a copy of the financial reports when he emails out the financials to the board members; operator reports are on file with the District records

**Bookkeepers Report:** Mr. Krum stated the net income for June is: \$17,861.68; net income for the year: \$91,776.53; total in checking account: \$122,936.88; and total in Edward Jones account: \$160,988.38; Financial reports are on file with the District records;

**Past Due Accounts:** 2 past due properties will be put on the taxes for non payment, Dan Krum will send out the letters by July 15, 2021; 3 customers paid their past due accounts; 7 customers will be sent turn off letters; Dan Krum and Sandy will work on 4 accounts that have had meters changed and accounts need to be adjusted;

**Water Project/SRF/USDA RD:** Sandy stated the surveying is complete for the easements, the PWS 6 is anticipated to be completed by July 30<sup>th</sup> and all will be submitted to MT DEQ for review. The attorney continues for work on the easements for the wells and is anticipated to be completed by August 6, 2021; Sandy also stated a construction checking account needs to be opened for the water project as all funds will be deposited and paid through the construction account, this needs to be established by the next board meeting as closing is anticipated to be August 26, 2021. Test wells will not be drilled until the barley is off the fields, Gary Mayes is fine with this as he is anticipating drilling in August. The test wells will be drilled at the Ewen property and Broadbent property;

**TSEP Reimbursement:** Sandy received confirmation from Rebecca at the Department of Commerce stating the request is complete and approved and she has put in for the reimbursement to be directly deposited into the Districts checking account electronically, Sandy has contacted the bank so they are aware of the funding being deposited into the account;

**New Board Member:** Mr. Fredericks has spoken with Jack Caster regarding being a board member, Jack stated he was already committed to something else this week and could not attend the meeting but will keep in contact with Mr. Fredericks for the next meeting;

**By Laws:** Mr. Fredericks stated this agenda item was to be taken off the agenda along with the policy/procedures manual. Mr. Krum stated he left it on the agenda so the board would not forget about them-Mr. Fredericks assured everyone the by-laws would not be forgotten;

**Competitive Grant Application:** The competitive grant application will be submitted on or before July 15, 2021 by Great West Engineering, Sandy reviewed the application with the board and Mr. Fredericks questioned why phase 5 was downsized and he will contact Great West Engineering to discuss total costs as he thought the total project was approximately \$13.9 million. Mr. Fredericks stated he received the certification request from the Yellowstone County Commissioners to the state of Montana to allocate \$2.8 to the WBYC WSD for phase 4 of the water project, copy of request letter is on file with the District records;

**Contractor insurance:** Sandy gave the board a list of contractors and copies of work compensation/insurance, Sandy has not received Xylem, APE, and Russell Industries. Marc Larson asked about workers compensation/insurance for the Bottomline and Mr. Fredericks stated there is no on-site work and the Bottomline does not need to provide workers compensation/insurance.

**Lagoon:** Line was plugged between cell 1 and cell 2 and had to have Tru Pipe come and unplugged; Tru Pipe has recommended cleaning this spot yearly;

**Next meeting will be August 9, 2021 @ 7pm**

**Meeting adjourned at 8:15pm**