

# Vaughn Cascade County Water and Sewer District

## Board Meeting Agenda

July 13<sup>th</sup>, 2021

6:00 p.m. American Legion Hall

- The community speaker will only address the board through the Chair
- Everyone agrees not to interrupt others
- Shouting and personal attacks will not be allowed
- No single party will dominate the meeting
- No person will be allowed to speak twice until all others have had the opportunity to speak
- Discussion should not deviate from the established agenda
- The community speaker should not repeat testimony
- Public comment is limited to 3 minutes

Call to order.

Pledge of Allegiance

Roll Call

Approve June 15<sup>th</sup>, 2021, minutes.

**Open community comment**

- Limited to 3 minutes each, state name and, if property owner, address.
- The board will answer on the spot when possible, however community may be asked to fill out an official information request when needed.

**Standing Agenda**

- Secretary/Bookkeeper report
- Operator report

**Old Business**

- KLJ Engineering: Update on water project
- KLJ Engineering: Update on Headworks
- KLJ Engineering: Draw requests
- Doug Schwarz: Boundaries

**New Business**

Adjourn

SIGN IN SHEET

VAUGHN CASCADE COUNTY WATER & SEWER DISTRICT

BOARD MEETING

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NAME	PHONE NUMBER
Sean Rabe - KLT	701-690-2834

# Vaughn Cascade County Water & Sewer



1161 6<sup>th</sup> Ave, Vaughn, MT 59487

Board Meeting Minutes

July 13<sup>th</sup>, 2021

**Notice:** *These minutes are paraphrased and reflect the proceedings of the Board of Directors.*

MCA 7-4-2611 (2) (b). *These minutes were officially approved at the Sept. 21-2021 Board meeting.*

**Public in attendance:** see attached

**Call to order/Quorum:** Cory Eli President at 6:05 pm

## Pledge of Allegiance

**Cory:** We've adjusted the way we conduct the meeting. Here are the bullet points.

Any speaker will address the board through the Chair not through individual board members

Everyone agrees not to interrupt others, no cross talk. Shouting and personal attacks will not be allowed.

No single party will dominate the meeting.

No person will be allowed to speak twice until all others have had a chance to speak.

Discussion should not deviate from the agenda.

Community speaker should not repeat testimony.

Community comment will be 3 minutes.

From here on out we will be videotaping all meetings. This meeting is being recorded as we speak

**Roll Call:** Herb Phinney, Rex Heckel, Cory Eli, Tina Cole

**Employees:** Annette Kniffen, James (Rusty) South

## Approve June 15<sup>th</sup>, 2021 Minutes

**Cory:** Has everyone had a chance to go over the minutes?

**Cory:** motion to approve the minutes as written.

**Tina:** second

**Cory:** is there any further board discussion?

None

**Cory:** any public discussion on the minutes?

None

**All those in favor say aye:** Herb, Cory, Rex, Tina

**All those opposed same sign:** none

**R0418184 CMS**

Total Pages: 7 R 0.00 By:mejohanson 09/24/2021 01:05:33 PM  
Cascade County, Rina Ft Moore - Clerk & Recorder



## Motion Carries

### Open community comment: 3:23

None

### Secretary/bookkeeper report: 3:46

See attached

### Operators report: 6:06

See attached

**Discussion** on using cat tails or other plants to help control phosphorus in the wastewater. Rusty has been in contact with DEQ. If we don't get this under control we will start getting fines.

### KLJ Water project update: Sean 18:10

**Water project:** we have contractors pay application 6 for board to sign.

The project will go in to the contingency due to some change orders. Not sure exactly how much yet, Rusty & I are working on it. We are going to allow them to complete their seeding in the fall.

There was a design flaw in the water tank, it is KLJ's fault. We are working with the contractor right now on a change order for KLJ to pay to fix it. There was a 3ft elevation from the overflow on the existing tank to where the new tank overflow is. It was supposed to match exactly. We are working with the tank manufacturer to make sure the existing foundation is strong enough to hold the extra 3ft and weight of the water. We just heard back and yes it is. The change order is being 100% covered by KLJ and is not being billed to the district.

### Headworks: 25:25

Michelle with DEQ requested that a letter be put together that allows Annette to sign some paperwork between meetings. This **does not** apply to pay applications, payments or anything of that sort. So it doesn't hold up the contractor. **Rusty:** if there is a change order it will hold up the contractor if we have to wait until the next meeting. It goes through me before it goes to Annette.

**Rusty:** what is the status on the project? **Sean:** Copper Creek is working on the drawings. There is no start date yet.

### Doug Schwarz boundary: 30:37

Doug was not at the meeting. Doug needs to be at a meeting to request to be put on a future agenda.

### New Business: 35:15

**Annette:** ARPA (American Rescue Plan Act of 2021). To apply for the grant money we have to have it in by July 15<sup>th</sup>. We are applying for a little over \$500,000 in grant for sewer main lines. Meeting with Sarah with Sweet Grass Development to get application ready for Cascade County Commissioner's.

We will be applying for water funds in January. That will be for valves and other things. We will be applying for the second round because the cost is not as much as the sewer.

There will be no loan. The paperwork needs to go to County Commissioner's they decide if we get any money and how much we get. **Cory:** do we have to represent ourselves at the commissioner meeting?

**Annette:** no Sarah and I went to the meeting. Sarah talked to the commissioner's regarding projects for

several district's. Cascade County gets \$15 million for projects and they are supposed to divvy it out between several districts. **Cory:** so we are pushing for our big project first so we get the most money there. **Annette:** yes **Cory:** let's keep our fingers crossed. **Rusty:** I put together the needs for the district.

**Adjournment:**

With no further business before the board, the meeting stood adjourned. **Adjourned:** 6:37 pm

Respectfully submitted:

  
\_\_\_\_\_

Annette Kniffen, Secretary/Treasurer

9-21-2021  
Date

  
\_\_\_\_\_

~~Cory Eli, President~~

Herb Phinney - Vice President

9-21-2021  
Date

## Operator/Manager Report

07/13/2021

### Report

- DEQ is writing new permit for the waste water. Changes may increase testing costs and lower discharge limits. Bill Barr with MTRW will help with rebuttal once DEQ presents me with new changes. I'm concerned about Phosphorus and total Nitrogen.

### Upcoming Projects

- Tools and equipment are being organized and placed into the new shop building.
- Clean up around valve box in front of bank.
- Repair 3 hydrants.
- Rebuild gate valve at the pumphouse.
- Continue to do O&M work.

### Completed Projects

- Removed old telemetry shack on top of water tank.
- Replace valves at pumphouse with Air relief valve and check valve. \$1500 vs \$8000
- Sprayed weeds

James South, Operator Manager

A handwritten signature in blue ink, consisting of a stylized 'J' and 'S' followed by a long horizontal line extending to the right.

**Vaughn Cascade County**

**Water and Sewer District**

**1161 6 AVE**

**Vaughn, MT 59487**

**To: Vaughn Cascade County Water and Sewer Board of Directors**

**From: Annette Kniffen, Secretary/Treasurer**

**Date: July 13<sup>th</sup>, 2021**

**Re: June 2021 Secretary/Treasurer's Report**

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**Financials:**

June showed a loss of \$9,978.93

**Bank and Other Accounts:**

- **First Bank checking: \$9,664.49**
- **Water Savings: \$85,048.38**
  - 1) **Hydrant Savings: \$4,170.00**
  - 2) **Water Loan: \$16,775.00**
  - 3) **Refinance: \$1,509.09**
  - 4) **Bond Reserve refi.: \$8,408.00**
- **Sewer Savings: \$46,647.10**
  - 1) **Lagoon liner: \$24,169.43**
  - 2) **Wastewater Loan: \$6,650.00**
  - 3) **Main line: \$2,509.11**
  - 4) **Sludge: \$3,666.74**
  - 5) **SAGR Replacement: \$5,004.00**
- **Sewer Bond Reserve Savings: \$47,450.49**
- **Bills paid: \$305,046.08**

I am working with Sarah from Sweetgrass Development and Dan from KJ Engineering for ARPA Funds.

**Respectfully submitted,**

**Annette Kniffen**

**Secretary/Treasurer**