

Vaughn Cascade County Water & Sewer



1161 6th Ave, Vaughn, MT 59487

Board Meeting Minutes

May 18th 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 June 15-2021 Board meeting.

Public in attendance: See sign in sheet

Call to order/Quorum: Cory Eli President at 6:00 pm

Pledge of Allegiance

Roll Call: Rex Heckle, Tina Cole, Cory Eli.

Employees: Annette Kniffen, James (Rusty) South

Approve April 20th, 2021 meeting Minutes: 1:14

Cory: has the board had a chance to read through the minutes are there any corrections?

Cory motion to accept meeting minutes as written

Rex seconded

Any further board discussion: none

Any public discussion: none

All those in favor say Aye: Tina, Rex, Cory

All those opposed same sign: none

Motion Carries

Agenda

Community comment: 2:53

Doug Schwarz: The financial balance sheet did not post on the web page only page 1 did. Thank Rusty for putting a fire hydrant in by my house.

Discussion on property boundaries: Doug had paperwork from the county attorney. It was suggested that the paperwork be brought to the board and have the board rescind or delete the resolution

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Total Pages: 8 R 0.00 By: tmarch 06/16/2021 12:34:18 PM

Cascade County, Rina Ft Moore - Clerk & Recorder



regarding property on 1st. It wasn't done according to Montana Code (according to Doug's paperwork). Doug is bringing it to the board before he writes the secretary of state and the attorney general.

Heated Discussion between Doug and Cory regarding the letter Doug brought from the county attorney. **Cory** stated the letter says MCA code title 7 chapter 13 parts 22 & 23, authorizing the board of directors to pass a resolution null and voiding the expansion. That means there is no law against it in those 2 chapters of MCA. **Doug:** it says you did it illegally. **Rex:** it's something the board did illegally? **Cory:** (reading from letter Doug) the SOS (Secretary of State), a certification which certifies and declares that Vaughn Water & Sewer Board of Directors filed its articles of amendments and has full filled its requirements set forth by law. I am reading this whole thing there is nothing that says we did anything illegal. **Doug:** yes it does. It says you did not notify the property owners. You did not have a public meeting. **Cory:** Doug would you mind if I answered your question? That reason you just said was why it was nullified. The previous board did not hold a public meeting which you were on the board.

Doug: I was not on the board at that time. **Tina:** how does this effect you personally? **Doug:** I cannot run for office. If you are in the district and you go to get a loan for the property one of the questions they ask you is are you in the district and can you receive public utilities. This has been going on for too long and there are a couple new people on the board. They can talk to the County Attorney. You took away property value.

Cory: Annette went and to get the resolution and the reasons why it was rescinded. **Doug:** I was directed to give the board the opportunity to correct it. **Tina:** this statement says: Vaughn Water and Sewer was compliant with the applicable statutory provisions.

Cory: let's table this for now until Annette gets back with the paperwork. We will come back to it at this meeting. Secretary report can't be done right now because she is grabbing paperwork but will be done when Annette gets back.

Operators Report: see attached **12:17**

Cory: isolating the valves are those just the ones you were working on for the project: **Rusty:** yah but I am trying to exercise more of them.

KLJ Water Project: **16:05**

All underground piping except for a couple valve across the highway. All piping on the 4th ST has been completed. This week they are working at the tank sight. They are on schedule and the tank crew is here. Tank erection takes 7-10 days.

Discussion regarding giving contractor weather days for tank erection.

There is a change order that covers a pressure transducer that Rusty requested, the well pump motors. There is pay application for the contractor that will need to be signed.

Update on Headworks for the lagoon. **22:00**

Copper Creek received the bid. There is a resolution for the board to accept the bid. Once the resolution is approved, DEQ has to approve the bid. KLJ will get a letter of award to Copper Creek. There will be a preconstruction meeting at KLJ office and then they will get a letter to proceed with construction.

While Cory was signing draws and change orders, Doug started talking to the other board members regarding the expansion of the district. Cory asked Doug to give them a minute. Doug stated that the

other board members had nothing to do with signing the draws and he wanted to show them the paperwork. Cory told Doug he was out of order please sit down.

Doug came back up to the 2 board members at the table and stated that the property owners were not notified of the meeting. In the letter it says the board did not comply.

Doug was out of order. Cory: Doug we have a secretary report to get to and then we will come back to this.

Secretary report: see attached **32:13**

One thing not on report: got a call yesterday wanting to know about the headworks project. They wanted to know who got the contract, how much was the contract. I told the gentlemen that I could email him an Official request for information form then email it back to me and I will get you that information. They hung up on me. **Rusty:** they do that all the time. They are trying to be a vendor or something.

Headworks: **35:32**

Rusty: 2 bids were received, Boland didn't buy the plan set and didn't follow the rules so they got rejected. Copper Creek was in the ball park for cost. We are going to scratch the building because of the cost and lumber prices. Copper Creek bid is \$88,850. The building was \$18,710.

Cory explained to Tina what the Headworks was. It is to catch the flushable wipes which are not flushable before they go into the lagoon. It will save man power and our lagoons.

Rex asked for clarification on the headworks and building. **Cory:** the building is to keep the rain off the rags that are pulled up. It is just a small pole barn type and \$18,710 is a lot of money. It is just a shell no equipment or anything going in it. **Rusty:** if the lumber prices go down I can probably build that for \$2,000 to \$3,000.

Motion to accept sewer headworks base bid **42:24**

Cory made motion to accept base bid and award to Copper Creek and decline the alternate 1 bid.

Rex: asked Rusty with the base bid do you see any ways to save money? **Rusty:** no. They have to take out the manhole and replace it. It is falling apart so it needs to be replaced. This is a manual basket, I have to go pull it up and empty the basket every week or two.

Tina second the motion;

Any public discussion: none

Any further board discussion: none

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

All those opposed same sign: none

Motion carries

Resolution 21-02 **45:57**

Cory read the resolution. To accept Copper Creek base bid.

KLJ, Rusty left meeting **48:22**

Back to the open community comment. 48:43

Cory: what I understand from you Doug is you are offering the board to make changes before you contact the Secretary of State and Attorney General's office. **Doug:** correct. The letter says in the second paragraph, did not comply with the Montana Code. The board did not notify each property owner prior to the meeting. **Tina:** I am not seeing that. **Rex:** I am confused about some of the words you used. **Doug:** the properties on 1st Ave were put into the district. **Rex:** what was not complied with? **Doug:** the board when they excluded the properties did not follow proper procedures in the resolution to exclude them. **Cory:** we did not pass a resolution to exclude them. We had a resolution to nullify the previous resolution because it was done improperly. **Doug:** it was done properly. **Cory:** I am giving you the opportunity to correct this. I have the complete package here. **Cory:** there was so many holes in the original expansion that we couldn't stand behind it. **Doug:** that is not correct. You did not give any of property owner's notification about the meeting. **Cory:** that is what happened at the original expansion. That is part of the reason we had to nullify it. **Doug:** I have all the paperwork that shows all the signatures by each of the property owners. **Cory:** you needed to get the signatures of the property owners next to those. **Doug:** THEY ARE ALL RIGHT HERE!! **Rex:** we can examine them to see if they are all there. **Doug:** every one of them are right here. **Cory:** have you submitted this package to the board? **Doug:** No I haven't. **Cory:** if you can do that and the board can read it then we can discuss it. You can't just bring in more documents and expect the board to read all of it at a board meeting. **Rex:** I am under the impression that you (Doug) has a list of names of property owners that were not included in the beginning. **Doug:** this goes back to 2012. **Cory:** the reason I am asking for copies of what you have is because we have 2 new board members and to get them up to speed. Before we can make a motion on anything, we need everybody on the same page and that is impossible if you have information we don't have. **Doug:** I am letting you know and I am putting you on notice. I can bring you copies of this as well. **Rex:** if we could each get a copy of that that would be great. **Doug:** what I am saying is all the properties down to 11th ST was put in to the district. They already had services to their property. George Duffy and Bill Emerson were on the board at the time. **Cory:** that is not a legal board for a quorum. **Rex:** who is it that puts people in the district? **Doug:** the property owners petitioned the board to be included into the district boundaries. To be in the district is an asset to the property owners.

Cory: to keep the notes cohesive for the minutes, I am going to adjourn the meeting. I am going to step out so we do not have a quorum. Doug you can explain to Rex and Tina what you need to because they were the ones that weren't there.

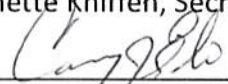
Adjournment:

With no further business before the board, the meeting stood adjourned. **Adjourned:** 6:57 pm

Respectfully submitted:



Annette Kniffen, Secretary/Treasurer



Cory Eli, President

6-15-2021
Date

06/15/2021
Date

Vaughn Cascade County Water and Sewer District

Board Meeting Agenda

May 18th, 2021

6:00 p.m. American Legion Hall

Call to order.

Pledge of Allegiance

Roll Call

Approve April 20th, 2021 meeting 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

- **KU Engineering: Update on water project**
- **Sign Draws for water project**
- **Headworks update**

New Business

- **Resolution 21-02 Accept Copper Creek Construction bid on the Headworks project**

Adjourn

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/Treasure

Date: May 18th, 2021

Re: April 2021 Secretary/Treasurer's Report

Financials:

April showed a profit of \$2,954.63

Bank and Other Accounts:

- First Bank checking: \$116,099.56
- Water Savings: \$80,299.00
 - 1) Hydrant Savings: \$3,753.00
 - 2) Water Loan: \$14,905.00
 - 3) Refinance: \$6,009.09
 - 4) Bond Reserve refi.: \$8,408.00
- Sewer Savings: \$66,699.08
 - 1) Lagoon liner: \$21,392.40
 - 2) Wastewater Loan: \$20,749.74
 - 3) Main line: \$1,258.19
 - 4) Sludge: \$3,000.06
 - 5) SAGR Replacement: \$4,170.00
- Sewer Bond Reserve Savings: \$47,450.07
- Bills paid: \$14,836.18

We have the Montana Rural Water conference May 19-21st. Rusty & I will be taking classes and will be in & out of the office.

Respectfully submitted,

Annette Kniffen

Secretary/Treasurer

Operator/Manager Report

05/18/2021

Report

- Well #1:
 - Added air relief valve for \$500 and removed the other control valve that would have cost us \$7000. Waiting on the new check valve.
 - Bearings are out in well #1 but not in operation. Contractor is to supply new motors for the wells per the change order.
- Replaced circuit boards in the existing VFD's, now you can control the startup and shutdown of the wells with them. Existing circuit boards we faulty or bad.
- Rusted through pipe at pumphouse was replaced.

Upcoming Projects

- Tools and equipment are being organized and placed into the new shop building.
- Work with Contractor on project doing shut offs and isolations.
- Replace valves at pumphouse.
- Rebuild valve at the pumphouse.
- Continue to do O&M work.

Completed Projects

- Exercised several valves trying to do isolations for contractor to do work
- Control valve for Well # 1 replaced with Air relief valve.
- Replaced circuit boards in VFD's

Board Approvals

- none

James South, Operator Manager



SIGN IN SHEET

VAUGHN CASCADE COUNTY WATER & SEWER DISTRICT

BOARD MEETING

DATE: May 18- 2021

NAME (PLEASE PRINT)	PHONE NUMBER
STEVE BROWN, KLIJ	406 788 8280
Sean Rabe, KLIJ	701 - 690 - 2834
Sean Rabe	