BIG MOUNTAIN SEWER DISTRICT
PO Box 1252
Whitefish, Montana 59937

Board of Directors Meeting Minutes
March 6, 2018 9:00am Conference Room, Kandahar Lodge

1. CALL TO ORDER @ 9:04am

2. INTRODUCTIONS
Present were Dan Graves, Bob Lund, Sandie Carpenter, Bob Riso, Jason Hanchett and Amy Dexter. Public Present were David Ruoff.

3. PUBLIC COMMENT
No public comment

4. REVIEW OF MINUTES-Dec 19, 2018
Motion to approve minutes as amended. Bob L/Bob R motion carried

5. FINANCIAL REVIEW
   - Balance Sheet
   - Income Statement
   - City of Whitefish Usage/fees
   - Check Register

   Motion to accept financials as presented (Bob L/Bob R) Motion Carried

6. OLD BUSINESS

   a. Bank Accounts-Add Signatory
   Dan is the only person needing to sign at Glacier Bank. He will get there today.

   b. Filtration System and Density Measuring Tools
   Jason stated that the system has been installed. New Castle has a some work to do for fine tuning the system. He can go to the filtration website, do a history and set up a weekly tracking. He can also do a reading of the system after the water meter reading in the future.

   c. Purchase of New Pump
   The new pump was delivered but hasn't been installed yet. Jason plans to install it in April when things are slower. Jason will work on getting bids for the refurbishing of the old pump so we can have a backup on the shelf. He will include this cost with the proposed FY 2019 budget.

7. NEW BUSINESS

a. Board Vacancy-Kathleen's Position
Dave Ruoff was present at the meeting and expressed his interest in the open board position. Dave lives on the mountain 6 months of the year and will be working towards being permanent within the next 3 years.
Charlotte Greenbarg submitted a letter of interest to the board. The letter was given to all the board members.
Motion to appoint Dave Ruoff to complete the term May 2020. (Bob L/Sandie) Motion Carried

b. Board Appointments by Acclamation.
   i. Sandie Carpenter
   ii. Bob Lund

Amy received notification from the Flathead County Election Department that Sandie and Bob L were the only applicants who applied for the 2 positions available May 2018. Sandie and Bob are appointed to the open positions by acclamation

c. FY 2019 Budget Planning and Timeline
Amy will review the City of Whitefish rate structure and increase and apply it to the FY 2019 budget. Jason will also get budget amounts for scoping from hell roaring to the area that backed up in December.

d. Sewer Line Obstruction-Letter from DEQ
The board received a letter from DEQ stating the violation had been closed and we have completed all necessary DEQ requirements. We did not receive a fine. This spring/summer Jason will be digging that area up to figure out where the root issues came from. He will also camera up the line to check for other issues. Bob L asked if we have a procedure manual for situations like this. Jason said we have some information put together but not complete. Bob L suggested we develop a procedure manual. Dan asked Jason to catalog the work he is doing and bring those procedures to the next meeting.

e. Plant investment fee-
302 Elk Highlands Drive Lot 15-Total Fee $3516.29, $2930.24 to City of Whitefish
Motion to accept plant investment fees (Bob R/Sandie) Motion Carried

f. Bylaws
Bob L. stated that the bylaws state that we will appoint a District Manager, Treasurer and a Vice Chair. Sandie is currently the vice chair.
Motion to appoint Jason Hanchett as the Districts General Manager. (Bob L/Bob R) Motion Carried
Motion to appoint Dave as treasurer. Dave didn't accept the nomination.
Motion to appoint Bob L as treasurer. (Dave/Bob R) Motion Carried

g. File Index

Bob L requested that Amy put together a file index of contracts and important document.

Meeting adjourned @ 10:05am.

Dan Graves

Amy Dexter