



Board Meeting Agenda for Tuesday, January 20, 2026 @ 6:30 pm

At The

Four Corners Water & Sewer District Office, 495 Quail Run Road,
Bozeman, MT, 59718

Regular Monthly Meeting

- 1) Call to Order
- 2) Approval of Draft Meeting Minutes: November 18, 2025
- 3) Public Comment: Non-Agenda Items- Time Limit on public comment 5 minutes

I. General Business

- 1) Rate Discussion
- 2) Resolution 2026-01
- 3) Monthly Financial Report
- 4) O&M Report & General Manager Topics
- 5) Board Member Topics
- 6) Closed meeting- Montana Code 2-3-203(4)(a)

II. Next Meeting Date – Tuesday- February 17, 2026

III. Adjourn Meeting

FOUR CORNERS WATER AND SEWER DISTRICT MINUTES DRAFT
REGULAR MEETING, November 18, 2025

Call to Order

Vice President Jeff Sipes called the regular meeting of the Four Corners Water and Sewer District (FCWSD) to order at 6:30 pm on November 18, 2025, at the office of the Four Corners Water & Sewer District at 495 Quail Run Road, Bozeman, Montana.

Board Members present: Vice President Jeff Sipes, Member Brad Early and Member Michele Piazza.

Staff/Public present: Phil George, General Manager (GM) from FCWSD; Amy Ellingson, District Administrator (DA) from FCWSD and Libby Kueneke, Secretary

Approval of Minutes

October 21, 2025 Board Meeting

Motion: Member Brad Early moved to approve the Minutes as written. Member Michele Piazza seconded. No public comment occurred. The Minutes were approved 3-0.

Public Comment on Non-Agenda Items:

No public comment occurred.

GENERAL BUSINESS

Ordinance 2025-08 2nd Reading

Ordinance 2025-08: An Ordinance Accepting the Annexation Petition of Rae Holdings LLC, 7310 Springhill Community Road, Belgrade, MT 59714, Gallatin County for annexation into the Four Corners Water and Sewer District

The property is located in Rainbow Subdivision. The petition is for 1 EDU. Phil recommends approval.

Motion: Member Brad Early moved to pass the 2nd reading of Ordinance 2025-08; member Michele Piazza seconded. No public comment occurred. The Motion passed 3-0.

Monthly Financial Report

Amy Ellingson provided the report.

- The DA reviewed upcoming annexations.
- The DA updated the board on Employee changes and needs.
- Monthly Housing stipends from the 2023 Resolution will continue with a decrease from \$250 to \$225 for the 2026 calendar year.
- No December Board Meeting will occur.
- The vendor who maintains FCWSD's website is retiring but is helping integrate the new hire.
- The DA reviewed contracts for 4-year billing. Charges collected move up to the bond monthly.
- The Stip Bond water status is at \$1,451,617 and sewer status is at \$159,871.
- The DA reviewed the October 2025 budget vs. actual for the shared, sewer, and water expenses.

Monthly Operations and Maintenance Report

Phil George offered the report.

- The Tertiary Filtration final tests and operational issues are still being resolved.
- The Northstar Lift Station pump issue investigations continue.
- Valley Center work is completed.
- Zoot Wells, Status 1 and 2 are operational. Well 3 needs work; a redrill may need to be requested from DEQ.
- The Baxter waterline extension bid has been awarded.
- 2 vehicles will be traded in for ones with equipment service frames and Tommy lifts for employee safety.
- A crane truck is being repaired and will be returned tomorrow, but it won't remain reliable and functional in the long run. The GM will ask Belgrade, Big Sky, and Bozeman what equipment they use, if they have similar issues, and if sharing cranes is an option.
- A request was made for a water study update including future recommendations.
- The GM continues looking into employee housing.

General Manager Topics

Phil George offered the report.

- The Capacity Status is at 935.

Board Member Topics

No Board Member topics arose.

Next Meeting Date: January 20, 2026

Adjourn

There being no further business before the Board, the Four Corners Water & Sewer District Meeting of November 18, 2025 adjourned at 7:06 p.m.

Libby Kueneke
Secretary

RESOLUTION NO. 2026-01
Four Corners County Water & Sewer District
A RESOLUTION CALLING FOR A BOARD OF DIRECTORS ELECTION

WHEREAS, Section 7-13-2262, MCA requires that the board of directors of a water/sewer district are to be elected and can only be appointed by the board of directors if no nominations are made for the director offices; and

WHEREAS, Section 7-13-2222, M.C.A., requires county water/sewer district election be conducted under the provisions of Title 13, chapter 1, part 5, Special Purpose District Elections; and

WHEREAS, candidates for the office of board of directors of the water/sewer district to be filled by the election may be nominated by petition at least 90 days before the election day; and

WHEREAS, Section 13-1-502(5)(a)(b)(i), M.C.A, if an election has been canceled and there are no regular or declared write-in candidates for a position, the Board of Directors pursuant to 7-13-2262 MCA shall fill the position by appointment; and

WHEREAS, the Montana election laws require the election to be held on May 5, 2026, and

WHEREAS, the May 5, 2026, Special Purpose District Election for the water/sewer district is to be conducted by mail ballot;

WHEREAS, the board of directors of the water/sewer district have determined that 3 board of director position(s) will expire in May, 2026; and

WHEREAS, the board of directors find that it is necessary to elect 3 board of director(s) at the election in 2026.

NOW THEREFORE, BE IT RESOLVED:

1. A directors election for the above-named water/sewer district to elect 3 board of director(s) shall be held on May 6, 2026 and shall be conducted by mail ballot.
2. A Declaration of Candidacy form for director may be filed with the Gallatin County Election Department *no* later than February 4, 2026. If the number of candidates is equal to or less than the number of positions to be elected, the Gallatin County Commission shall declare elected by acclamation each candidate who filed a nominating petition for a position.

Dated this day of January, 2026.

BOARD OF DIRECTORS

By: _____
Chairman

ATTESTED:

Secretary



January 2026

General Administration Actives and Issues:

- Upcoming Annexations
- Employee's
- COL
- GGWSD

Current Stip

Bond \$ 2,301,383 (275K is bond reserve)

Water \$ 1,777,664

Sewer \$1,547,859

Contract Charge +4 years

Billed: \$486,251

Past due: \$5,440



September 2025

Bozeman

<u>Water</u>	<u>Sewer</u>
Base: 22.31+3.31 HCF	24.65+4.12 HCF
22.31+(5.33 x 3.31)= \$39.95	24.05+(4.12 x 5.33)= \$46.61

Month Total: \$86.56

Belgrade

<u>Water</u>	<u>Sewer</u>
Base: 22.87+2.52 K	42.09+5.20 k
22.87+(2.52 x 4)= \$32.95	42.09+(5.20 x 4)= \$62.89

Month Total: \$95.84

Manhattan

<u>Water</u>	<u>Sewer</u>
Base: 21.85+1.25 K	70.80+2.54 K
21.85+(4 x 1.25)= \$26.85	70.80+(2.54 x 4)= \$80.96

Month Total: \$107.81

Three Forks

<u>Water</u>	<u>Sewer</u>
Base: 42.05+1.55 HCF after 1	54.25 includes 4 HFC 6.97 each additional
42.05+(1.55 x 3)= \$46.70	54.25+(1.33 x 6.97)= \$63.52

Month Total: \$110.22

Livingston

<u>Water</u>	<u>Sewer</u>
Base: 16.74+3.87 K	61.71 for 4,000 gallons
16.74+(3.87 x 4)= \$32.22	

Month Total: \$93.93

-based upon 4,000 gallons residential use

FCWSD- Base: H2O- \$38.95/Sewer- \$48.80 Month Total: \$87.75



January 2026

Cost to date

Project	Budget	YTD
Elk Grove WW Life Extension	\$2,000,000	\$1,602,213
Scada	\$1,500,000	\$1,252,257
Odor Control	\$1,200,000	\$1,094,286
Tertiary Filtration	\$1,800,000	\$1,612,421
Water Model	\$100,000	\$36,682
NS Lift Station Replacement	\$1,700,000	\$1,352,663
Baxter - Creekside	\$1,250,000	\$267,064
Total	\$9,550,000	\$7,217,586

Future Project FY 2025-2026

WRF Drying Facility upgrades	\$600,000
Elk Grove upgrades Phase 2	\$800,000
Elk Grove BLDG	\$1,200,000
Meter Equipment Upgrades	\$600,000
Zoot Well #3	\$300,000

Future Projects:

Water Storage	
Grit Removal System	
<u>Equalization Basin</u>	<u>\$3,000,000</u>



Month End YTD Budget vs. Actual

December 2025

Shared Expenses

	<u>December 2025</u>	<u>Budget</u>
500-Shared General Admin Expenses		
510- Board Members	747	1,998
520- Personnel Expenses	549,169	700,002
530- Office Expenses	51,120	55,002
540- Vehicle Expenses	16,348	19,998
550- Professional Services (Shared)	55,467	70,002
560- Other Expenses (Shared)	69,368	60,000
Total	742,219	907,002



Month End YTD Budget vs. Actual

December 2025

Water

	<u>December 2025</u>	<u>Budget</u>
Income/Expense		
Income		
400- Operating Revenues		
410- Water Revenues	1,357,698	1,102,500
450- H2O Meter		
Expense		
600- Water O&M Expenses		
*610- System Operating Exp (Water)	87,415	100,002
620- Repairs/ Maintenance Expenses	26,623	90,000
630- Professional Services (Water)	10,275	12,498
Total 600- Water O&M Expenses	124,313	202,500
Half of Shared Expenses	379,092	453,501
Series B Loan	72,048	72,048
Capital Equipment Replacement- 930	12,154	100,002
Total Expenses	587,607	828,051
Capital Equipment Replacement- NS Booster meter replacement		
• *610- \$13,826 is H2O Meter Cost (all 2 inch)		



Month End YTD Budget vs. Actual

December 2025

Sewer

	<u>December 2025</u>	<u>Budget</u>
Income/Expense		
Income		
400- Operating Revenues		
420- Sewer Revenues	1,180,143	1,117,500
Expense		
700- Sewer O&M Expenses		
710- System Operating Exp (Sewer)	150,518	175,002
720- Repairs/ Maintenance Expenses	182,420	169,998
730- Professional Services (Sewer)	0.00	6,000
Total 700- Sewer O&M Expenses	332,938	351,000
Half of Shared Expenses	379,092	453,501
Series B Loan	133,794	133,794
Capital Equipment Replacement- 940	92,795	124,998
Total Expenses	938,619	1,063,293
Capital Equipment Replacement- Lift station pumps & VFD'S		



Operation & Maintenance Report January 2026

- The Tertiary Filtration- Continuing Investigation Hydrologic Flow
- The Northstar Lift Station investigating pump issues.
- Baxter waterline extension
- Zoot Well #3 needs to be re-drilled- DEQ submittal in process
- Phase 2 Elk Grove- DEQ review

General Manager Topics: January 2026

- Capacity Status- 935