



**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 Kueneker, 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 Kueneker  
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**

Water

Base:  $22.31 + 3.31 \text{ HCF}$

$22.31 + (5.33 \times 3.31) = \$39.95$

**Month Total: \$86.56**

Sewer

$24.65 + 4.12 \text{ HCF}$

$24.05 + (4.12 \times 5.33) = \$46.61$

**Belgrade**

Water

Base:  $22.87 + 2.52 \text{ K}$

$22.87 + (2.52 \times 4) = \$32.95$

**Month Total: \$95.84**

Sewer

$42.09 + 5.20 \text{ K}$

$42.09 + (5.20 \times 4) = \$62.89$

**Manhattan**

Water

Base:  $21.85 + 1.25 \text{ K}$

$21.85 + (4 \times 1.25) = \$26.85$

**Month Total: \$107.81**

Sewer

$70.80 + 2.54 \text{ K}$

$70.80 + (2.54 \times 4) = \$80.96$

**Three Forks**

Water

Base:  $42.05 + 1.55 \text{ HCF after 1}$

$42.05 + (1.55 \times 3) = \$46.70$

**Month Total: \$110.22**

Sewer

54.25 includes 4 HFC 6.97 each additional

$54.25 + (1.33 \times 6.97) = \$63.52$

**Livingston**

Water

Base:  $16.74 + 3.87 \text{ K}$

$16.74 + (3.87 \times 4) = \$32.22$

**Month Total: \$93.93**

Sewer

61.71 for 4,000 gallons

-based upon 4,000 gallons residential use

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

January 2026

**Cost to date**

<b>Project</b>	<b>Budget</b>	<b>YTD</b>
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
<b>Total</b>	<b>\$9,550,000</b>	<b>\$7,217,586</b>

**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

Equalization Basin	\$3,000,000
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**Month End YTD Budget vs. Actual**

**December 2025**

**Shared Expenses**

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



- ## December 2025



## Month End YTD Budget vs. Actual

December 2025

### Sewer

	<u>December 2025</u>	<u>Budget</u>
<b>Income/Expense</b>		
<b>Income</b>		
400- Operating Revenues		
420- Sewer Revenues	1,180,143	1,117,500
<b>Expense</b>		
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
<b>Total 700- Sewer O&amp;M Expenses</b>	<b>332,938</b>	<b>351,000</b>
Half of Shared Expenses	379,092	453,501
Series B Loan	133,794	133,794
Capital Equipment Replacement- 940	92,795	124,998
<b>Total Expenses</b>	<b>938,619</b>	<b>1,063,293</b>
<b>Capital Equipment Replacement- Lift station pumps &amp; VFD'S</b>		



### **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