



**FORT SMITH WATER & SEWER DISTRICT
Board Meeting Minutes-Friday, September 27, 2024**

-OPENING – ROLL CALL- Katie Steele called the meeting to order @ 9:00 AM on September 27, 2024 meeting was held in person and via phone conference; call in number was 1-312-757-3121, Access Code: 802-059-421; Board members attending: Katie Steele, Steve Saville, Jim Hyde at attending via phone: Alan Shaw; Employees attending: Sandy Kust and Josh McCraw; public attending: Bonnie Evans and Eric Anderson.

-APPROVAL OF AUGUST 23, 2024 MEETING MINUTES AND PUBLIC MEETING- Motion by Mr. Hyde to approve the meeting minutes from August 23, 2024 as printed, 2nd by Mr. Saville; motion carried unanimously. Motion by Ms. Steele to approve the public meeting minutes as printed, 2nd by Mr. Hyde, motion carried unanimously.

-FINANCIALS/BILLS- Mr. Saville presented the treasurers report for September 2024. Expenses: \$17,837.22; income: \$24,067.43; checking account balance: \$95,030.94 + CDARS \$29,976.00; total: \$125,006.94. Motion by Mr. Saville to pay the bills, 2nd by Mr. Hyde, motion carried unanimously.

-DELINQUENT REPORT- Currently there are 7 accounts that are past due, totaling \$852.60; the water is turned off on 5 accounts and 2 have been sent turn off letters if not paid by the 29th, 2024.

SPECIAL ASSESSMENT: Sandy completed and submitted the Water Special Assessment for the upcoming tax year.

Budget: Mr. Saville presented the FY25 budget: Water income: \$140,843.13 water expenses: \$140,843.13; Sewer income: \$147,676.95, sewer expenses: \$147,696.95, motion by Ms. Steele to approve the FY25 budget, 2nd by Mr. Saville, motion carried unanimously.

-WASTEWATER PROJECT

- 1. WASTEWATER CONSTRUCTION PROJECT UPDATE:** Josh stated the Wastewater project is nearing completion, the generator has been tested with 100% load and did great with the exception of the automatic transfer switch which needs to be fixed as not working properly, the aerator are cavitating and the company that installed the aerators will be addressing this issue, the railcars are exposed and the top will be cut off, and new pipe will run through the bottom of railcars and then the railcars will be filled in, and the lagoon is fenced. The district was not successful in obtaining grant funds from FEMA for the reclamation of the lagoon therefor, the District will use remaining loan funds for the lagoon reclamation. Project is anticipated to be completed in November 2024.

-OPERATOR REPORT- Josh continues to work with contractors on the wastewater project and is getting training on the new system as it comes online. Josh stated RPA Engineering has done a wonderful job and the District needs to let RPA Engineering know that Trig, RPA Project Inspector, is great to work with, goes above and beyond his scope of work. Josh addressed a fencing issue on the 40 acres that is currently being fenced with barbed wire and one portion needs to either have a gate put in or extend the barbed wire fence for extra safety measures. Motion by Dr. Shaw to extend the fence and use t-posts instead of wooden posts in case of a fire, 2nd by Ms. Steele, motion carried unanimously. Josh stated everything else in the District has been going great. John Mangan stated he will not be going to the MTDEQ Fall Water School to test as he will take his test in Billings at the MTDEQ office this winter or early spring.

-ANNEXATION OF PROPERTY IN DISTRICT BOUNDARIES: The District has not received any objections so far regarding the annexation of the Allgood/Hilbers property into the District boundaries. The public has until October 4, 2024 to object to this annexation. Motion by Dr. Shaw to approve annexation of the Allgood/Hilbers property into the District boundaries unless 40% or more object by October 4, 2024, 2nd by Ms. Steele, motion carried unanimously.

Discussion took place as to whether or not the sewer base rate will be charged to the Allgood/Hilbers property as connecting to the sewer was waived due to this property having an approved working septic system that has been inspected by a certified field inspector. Once the septic system fails this property will hook into the sewer system. According to the Rules/Regulations the property will pay the impact fee/connection fee to hook up the water, be a part of the sewer special assessment, pay a water base rate + usage and pay the sewer base rate. Owners must conduct an inspection on the septic system every 3 years and submit report to the District board.

NEW BUSINESS:

OCTOBER MEETING- October 25, 2024 @ 9am.

-PUBLIC COMMENTS- Bonnie Evans stated it is great the board is consistent with the policies and meeting minutes.

-ADJOURN MEETING- Meeting adjourned at 10:09AM