

**RAE SUBDIVISION COUNTY WATER & SEWER DISTRICT NO. 313**  
**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS**  
**January 17, 2024 at 7 pm**

Present:

Bob Ingram, Board Member  
Andrew Williamson, Board Member  
Nikki Penniman, Vice President  
Perry Hofferber, President

Ken Ridgway, Manager  
Val Nolan, Secretary

**ORDER OF BUSINESS:**

The meeting was called to order at 7:00 by Perry Hofferber and meeting was led by Nikki Penniman, Vice President. The meeting was held in the maintenance building at RAE Water District.

**PUBLIC COMMENT:** No public comment was made.

**APPROVAL OF MINUTES:**

The minutes from the November 2023 board meeting were reviewed. A motion to approve the November 2023 minutes was made by Andrew Williamson and seconded by Bob Ingram. The motion passed unanimously.

**TREASURER'S REPORT:**

- Investment policy. Requesting approval of R-240117. Discussion was held concerning investments at Stifel Nicolaus and the necessity to keep funds available for current projects including the office expansion and wastewater PER and emergencies. The funds that are not committed will be invested in CDs and the board agreed to authorize \$500,000 for CD purchase through our representative at Stifel Nicolaus. A motion was made by Nikki Penniman to approve resolution R-240117 for an investment policy and seconded by Perry Hofferber. The motion carried unanimously.
- Financial reports for November and December 2023 were reviewed. Val pointed out that we received and deposited the remainder of the ARPA grant, \$50,000 in November, into the Repair and Replacement-Water account at Stifel Nicolaus. Payments were also made for water meters and related parts, replacement of fire hydrants and payments to Hyalite and Allied Engineering for office expansion and the wastewater PER. A motion to approve the treasurer's report was made by Nikki Penniman and seconded by Andrew Williamson. The motion carried unanimously.

**OLD BUSINESS:**

- Hyalite Engineering has advertised for office expansion bids in the Bozeman Chronicle beginning approximately January 5<sup>th</sup>, 2024. The bid is closing on February 15<sup>th</sup> and will be submitted to Hyalite Engineers. They will review and present the bids at the RAE Water Board meeting February 21<sup>st</sup>, 2024.
- Denny Menholt Honda service agreement is on hold until constructions plans are finalized by DEQ. There was a question on whether they are restricted on water use and they are restricted on water use per the service agreement. They will discuss with their engineers as to what size water line/meter they will need.

**MANAGERS REPORT: Ken**

- Kevin and John have been repairing broken meters throughout the district. There are now more broken meters due to the cold snap this past week. They will continue repairs.
- Met with Brad Hammerquist from Morrison Maierle and Brock Athman from Allied Engineering on January 9<sup>th</sup>, 2024, to go over wastewater treatment issues and possible solutions concerning the wastewater PER.
- Discuss King Arthur leak repair issues. Ken researched past documents concerning repairs of leaks and the landowner responsibilities etc. and submitted to Susan Swimley, attorney. She will draft a letter to the owners of King Arthur Park concerning repair of leaks within the trailer park on a timely basis. The Board suggested that Susan Swimley be there when meeting with a representative from King Arthur.

**NEW BUSINESS:**

- Board elections. Acclamation forms were given to current board members and the deadline to file by February 12, 2024 was noted. If there are additional district members who file, there will need to be an election.
- MRWS is holding the annual conference March 20-22, 2024. We have three rooms reserved at this point. Several board members will let Val know in the next month or so if they are able to go. The March board meeting would be March 20<sup>th</sup>. Further discussion next month to reschedule the meeting.

**NEXT MEETING:** The next meeting will be held February 21st, 2024 at 7 pm.

**ADJOURN:** Nikki Penniman motioned to adjourn the meeting at 8:28 and this was seconded by Perry Hofferber. The motion passed unanimously.

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Manager's Report:

- Kevin and John have been doing broken meter repairs throughout the district.
- Met with Brad Hammerquist from Morrison Maierle, also Brock Athman from Allied engineering on January 9<sup>th</sup>, 2024, about the Wastewater PER.
- Discuss King Arthur Park leak repair issues.