

# Saddle Mountain Service Corporation Board Meeting Minutes

June 16th, 2025

Fire Station #2

## Attendees:

Tom Hillesland, President  
Mike Johnson, Vice President  
Linda Kindrick, Treasurer  
Josh Ault, Secretary  
Kirk Fandry, Director  
Keith Stark, Director  
Matt Weber, Backup Operator  
Kathryn Ault

Tom Hillesland opened the meeting at 7:40 pm.

1. **Minutes from last month's meeting.** Meeting minutes from May had no corrections noted. Kirk Fandry moved to approve the minutes. Mike Johnson seconded. The motion passed unanimously.
2. **Operator's Report.** A detailed report is skipped this month, but Matt Weber reports no issues to note.
3. **Treasurers Report.** Linda Kindrick presented the treasurer's report, which is attached to these meeting notes. The A/R report was noted of accounts exceeding 30 days past due. No other comments from the Board. Keith Stark moved to accept the treasurer's report. Josh Ault seconded. The motion passed.
4. **Action Items / Old Business.** Most action items and old business were not reviewed again as they were discussed during the annual meeting. One item of note is that Mark Zitzka will set up walkthroughs of the system with new board members.
5. **New Business.**
  1. **24 Saddle Mountain shed submittal:** The plans were reviewed by the board. Linda raised a question about what "open" meant on the side of the shed. Tom explained it was an overhang a vehicle could be parked under. No further issues were discussed.
    - a. MOTION: Keith Stark moved to approve the shed submittal. Kirk Fandry seconded the motion. Motion passed.
  2. **Send out Notes from the Pumphouse:** Tom will send this out.
  3. **Notify homeowners of the result of the Budget review:** This was discussed during the annual meeting.

4. **Update ATS records for new board members:** Linda Kindrick will complete this.
5. **Reinstate base water rate for outgoing board members:** Linda Kindrick will complete this at the same time as #4.
6. **Update MT Secretary of State Office with new Board members:** Linda will perform this.
7. **Update First Interstate Bank signatory accounts with new board members:**  
A preferred day and time were discussed by all board members, and Linda is scheduling a time to meet at the bank within the next few weeks.
8. **Update First Interstate Bank with new Treasurer/President online sign-in information:** Not needed.
9. **Cancel credit card for outgoing president:** Not needed.
10. **Apply for credit card for incoming president:** Not needed.
11. Duplicate of #7
12. **Update Northwestern Energy with new Treasurer and President:** Not needed
13. **Copy of job descriptions and fiduciary responsibilities to every board member:** Tom printed out job descriptions and responsibilities for each board member and handed them out during the meeting.
14. **Insurance Payments due July 1st:** Linda has prepared checks for property and general liability insurance to be paid.

#### **6. Questions.**

- a. Mark Weber asked about purchasing a wrench for meter caps. Keith Stark stated he had one being made and will provide once done.
- b. Mark Weber asked about the Northwestern Energy rate increases. Linda reported we will likely see a large increase in our utility bills once that goes into effect. Tom reported we will update the budget with the new rates.

After no further business was identified, Keith Stark motioned to adjourn the meeting. Linda seconded. The meeting was adjourned at 8:31 pm.

Submitted by: Josh Ault, Secretary

Next meeting is July 21st, 2025 at Fire Station #2