

Saddle Mountain Service Corporation Board Meeting Minutes

January 19th, 2025

MT City Fire Station #2

Attendees:

Tom Hillesland, President

Mike Johnson, Vice President

Linda Kindrick, Treasurer

Josh Ault, Secretary

Joanna Haddon, Director

Mark Zitzka, Operator

Matt Weber, Backup Operator

Meeting called to order at 6:38 PM

Minutes from last month's meeting: The meeting minutes from December were reviewed by board members. With no corrections noted, Mike moved the monthly meeting minutes be approved. Linda seconded. Motion passed unanimously.

Operator's report: Mark presented the operator's report, and Linda motioned for the report to be approved. Joanna seconded. Motion passed unanimously.

Treasurer's report: Linda Kindrick presented the treasurer's report. The various reports were reviewed by the board. Joanna motioned for the Treasurer's report to be approved. Josh seconded. Motion passed unanimously.

Maintenance & Repair Committee Report: Mike presented the committee report. Two potential companies to perform PRV maintenance will be contacted in the spring. Additionally, the model number for the pump in well 5 is now known. The manufacturer has stated it is compatible with a VFD, which could help make progress towards resolving our water hammer issues.

Old Business:

1. **Water operator coverage:** There has not yet been interest in the two open operator positions. Tom proposed sending out a second letter with more information to homeowners. Tom also estimated a 30-50% operations cost increase if the positions had to be contracted out, which would likely increase water rates. Josh volunteered to help draft the letter to homeowners.

New Business:

1. **Water line break on Jan 6th:** The board discussed the water main that was broken during excavation on January 6th in the Saddle Mountain 3 subdivision. Several items were discussed, outlined below.
 - a. **Montana 811:** Tom is going to investigate if we can have our water lines located when homeowners call 811 to ensure we don't have accidental breaks in the future.
 - b. **Saddle Mountain 3 Communication:** Tom noted that we need to ensure Saddle Mountain 3 has up to date as-builts for our system. Additionally, contact information for both the board, and the operators, will be exchanged.
 - c. **Installed pipe pressure rating difference:** Mike stated that the pipe used in the repair was schedule 40 PVC, which differs from the as-builts showing schedule 80, which carries a higher pressure rating. Mike also noted that his calculations show the pipe at the location of the break is likely sufficient and would not need to be replaced. The board agreed to keep the repair as-is.
 - d. **Line locates and updated drawings:** Mark brought up the need to have permanent markers for our water line. This will be started after winter, but Matt will GPS locate the repair for our records this month. With updated as-builts and line locations, our system drawings will be updated and distributed to the board, Saddle Mountain 3 board members, and all homeowners with our water line through their property.
 - e. **Invoice for line break:** The board discussed the invoice received for the repair, and Joanna noted an itemized list with receipts should be obtained. Tom motioned to pay for only the gravel bedding and repair with itemized receipts, and ensuring we are not billed for the use of a coupling we provided. Mike seconds the motion. Votes are as follows: Mike and Josh aye, Linda nay, Joanna abstain. Motion carries.
2. **Bi-monthly meter readings in winter:** The board discussed reading meters every other month in winter. Instead of alternating months, the board agreed operators should use discretion if a month needed to be skipped due to adverse weather. Skipped months will use estimated usage based on past years readings for billing purposes.

With no further business noted, Joanna moved to adjourn. Meeting adjourned at 08:27pm.

Submitted by: Josh Ault, Secretary

Next meeting – February 16th, 2025 at the fire house on Mission Mountain Road at 6:30 p.m.