



COUNTY WATER DISTRICT OF BILLINGS HEIGHTS

Board of Directors Meeting Minutes

July 19th, 2023 at 6:00 PM

County Water District of Billings Heights 1540 Popelka Dr., Board room

The meeting is open to any interested member of the public. Agendas are prepared for the meetings; agendas may be requested from the General Manager Peyton Brookshire, peyton@heightswaterdistrict.com and are available at <https://heightswaterdistrict.com/agendas-and-minutes>. Agenda packets, due to their size, will not be printed off for the meetings or at the public's request. The public can access and view the agenda packet on line and can download them or print them at their own expense.

CALL MEETING TO ORDER: President Doug Kary called the meeting to order at 6:02 PM

WELCOME AND INTRODUCTIONS

Board Members present: Laura Drager, Ming Cabrera, Doug Kary, Frank Ewalt, Tom Zurbuchen

Staff Members present: Peyton Brookshire, Josh Simpson, and Jenn Burnside

Also present: Pam Ellis, Wesley Dunn, and Evelyn Pyburn
(YCN)

PRESIDENT'S REMARKS: Read by Doug Kary

During the course of the meeting, the Public may be heard before a vote is cast by the Board. The President will acknowledge the Public once the motion has been made and discussed by the Board for their input. The President will recognize speakers who raise their hands. Once recognized, the speaker should move to the side of the board table so comments can be heard, identify themselves by name, and limit their comments to two minutes. Each speaker will have one opportunity to speak on any agenda item. Once the public comment period is over the public may not provide further comment or ask additional questions during the remainder of the agenda item discussion, unless specifically requested by the chair or presiding officer of the meeting.

PUBLIC COMMENT on Non-Public Hearing Agenda Items: Read by Doug Kary

- A. Any member of the public may be heard on any subject that is not on the agenda;
- B. The board will not take action on these items at this time but may choose to add the item to the agenda for the next scheduled board meeting.

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PUBLIC COMMENT:

Pam says the Zoom link should be made public. She also states a big part of the rate increase is part of the northwest transmission line. She doesn't feel there is a need for the northwest transmission line. She goes on to say Heights Water could cut part of the rate increase by dropping the northwest transmission line project.

Frank says that there needs to be a way to show the customer what the cost increase will be.

Ming says that customers were getting water for nothing and now they will be charged for every gallon used.

Ming makes the motion to accept the rate that was outlined according to the Rafetlis report. Laura seconds.

Tom has problems with the rate. He saw himself getting a 46% rate increase which would be about ten dollars. The state requires an estimate of the new rates. He also says we are raising the rate in advance, and that we are going from being reactive to proactive. The northwest transmission main is important because there are many homes that are not getting enough water pressure.

Tom would like to amend the motion to include in the rate information that the annexation is gone and that it no longer exists. Laura seconds.

Ming doesn't think that is needed to say that the annexation is gone. Ming says we need to start giving commercial businesses a break so that they will be more encouraged to build in the heights.

Tom says that state law says the notice will also be mailed to all persons who own property in the district and all customers who live in the district at least 7 days and not more than 30 days prior to the meeting. The mailed notice must contain an estimate of the amount that the property owner or customer will be charged under the purposed resolution or new rate.

Frank says there is an annexation fee of \$150 plus they raised the rate of the System Development Fee.

Josh says the \$150 is a paperwork fee nothing more. He also says everything is all wrapped up into one fee.

Tom purposes that the Heights Water District has two System Development Fees. The purposed one for unannexed property and our current rate plus 8% for the currently annexed properties is to be upheld for 12 years. Frank Seconds. All Approved

Peyton doesn't feel it needs to be 12 years.

Laura asks how we know which have been annexed

Peyton said we can use our existing records.

Laura amends the amendment to 10 years instead of 12 years. Tom seconds. All Approved

Frank clarifies the 8% increase of the System Development fee of \$1830.14.

Tom says yes.

More discussion was had.

Tom wants to amend the rate to clarify the definition of residential as one living unit per service line and commercial as less than one or more than one living unit per service line. Frank seconds. All opposed.

Laura said she would like to see commercial as a four-plex or more.

More discussion was had on the definition of commercial vs residential.

Pam comments that Tom has raised a good point but she does not think it can be solved in one meeting.

Tom makes an alternate motion to reject the Raftelis report for the rate increase. Laura seconds. Laura, Frank, Tom, and Doug Approve. Ming against.

CONSENT AGENDA:

Tom makes a motion to add to the consent agenda the Summers Mcnea contract. Laura seconds. All approved.

Tom had concerns about the Jun 29th minutes and asks for corrections.

Tom asks about June prepaid bills from the city.

Peyton says that those are both bills from the City of Billings which were posted in June to close out the month.

Tom makes a motion to approve the minutes with the requested changes. Laura seconds. All approved.

Tom makes a motion to accept May's prepaid bills and accept June's prepaid bills except the Susan Swimley invoices which will be moved to the old business. Laura seconds. All Approved

Pam asks about interstate engineering claims vs invoice numbers.

Peyton says it was because they separated the bills out per project.

Tom moves to except Items 3-7. Laura seconds. All Approved.

NEW BUSINESS:

Discussion regarding policy changes was had.

Laura makes a motion to table the discussion of policy changes until next month's board meeting and add to New Business. Ming seconds All Approved.

TREASURES REPORT:

Laura discussed the potential investment options that were brought to her by the Stifel representative.

Laura makes a motion to invest the funds as recommended by Stifel. Tom seconds. All Approved.

Pam makes a suggestion to invest in Stip funds.

MANAGERS REPORT:

Peyton goes over the preliminary budget. He said it turned out better than he expected. The annual salary was over because of paying out an employee who left the company and Jenn's salary was higher than predicted.

More discussion was had regarding the budget.

Laura makes a motion to accept the preliminary budget. Ming seconds.

Tom makes an alternate motion to approve the actual numbers from 22-23 with a 0% increase. Frank seconds. Frank, Tom, and Doug Approve. Laura and Ming against.

Tom asks about the Northwest Transmission main.

Peyton says the property owner has not responded yet.

Continue meeting for Wednesday, July 26th at 6:00 pm.

Tom makes a motion to adjourn Laura seconds. All approved.

Meeting adjourned @ 8:45 pm

Board Secretary, Jennifer Burnside

Board President, Doug Kary

