



COUNTY WATER DISTRICT OF BILLINGS HEIGHTS

Board of Directors Meeting Agenda

June 15, 2022 at 6:00 PM

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

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/> and <https://www.yellowstonecountynews.com/county-water-district-of-billings-heights/> <https://us02web.zoom.us/j/85897505668>

CALL MEETING TO ORDER: President Ming Cabrera

WELCOME AND INTRODUCTIONS

PRESIDENT'S REMARKS: Ming Cabrera

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 hand. 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.

PUBLIC COMMENT on "NON-PUBLIC HEARING" Agenda Items

- 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 an item to the next meeting's Agenda for discussion.

NEW BUSINESS

VOTE OF NO CONFIDENCE AND VOTE ON THE DISMISSAL OF DIRECTOR PAM ELLIS FROM THE COUNTY WATER DISTRICT OF BILLINGS HEIGHTS BOARD OF DIRECTORS.

1. During the tenure of Pam Ellis on the board of directors her continued actions and operations outside the scope of her authority have made her continued service on the board of directors untenable. The general manager on behalf of the entire staff has written a letter to the board also requesting action be taken to remove director Pam Ellis. If no action is taken to remove director Pam Ellis the board will face the filing of a harassment and hostile workplace lawsuit from the staff. Recommended Motion having conducted a public meeting, considered written and spoken public testimony, I move to approve the motion of dismissal of Pam Ellis as a director on the County Water District of Billings Heights board.

CONSENT AGENDA

1. 2022.05.11 Minutes of the Board Meeting.
2. May Payables
3. May prepaid bills for approval
4. Bank Balances and Profit and Loss Statement
5. Stifel Statement pp 1 and 2
5. FIB Gross Income Statement
7. FIB Operations and Maintenance Statement
8. FIB Payroll Statement
9. FIB Savings Statement
10. Billing Stats for May
11. 2021 Audit Report and letter to the Board of Directors attached)

12. GENERAL MANAGER REPORT - Peyton Brookshire

13. Update on the purchase of the new riding mower and bagger.

14. Budget Proposal review.

Recommended Motion Having conducted a public meeting, considered written and spoken public testimony, I move to approve and adopt the budget as presented.

15. Chlorination project update report from Interstate Engineering.

16. ARPA Grant Chlorination System update, Planning Grant update.

17. Proposed wage and salary information for review. I am recommending 8% as this has not been addressed in two years. See attached AWWA breakdown and proposed changes to the salaries of the employees.

Recommended Motion : having conducted a public meeting, considered written and spoken public testimony, I move to approve the wage and benefits as presented.

18. 18. Rate Study update with recommendation for 5% increase due to the City of Billings 5.7% increase. 5% across the board

19. on base rate, tiered rates, SDF fees, Fire line fees. This allows us to avoid delays due to public hearings and allows us to offset the increase through the summer months which are 40-45% of our annual revenues. We can then reassess in the fall with the rate study and CIP by Interstate completed and once further information is known from the upcoming rate study by the City on their intended increases for the following years.

See proposed schedule of fees.

Recommended Motion: having conducted a public meeting, considered written and spoken public testimony, I move to approve the proposed 5% rate increase on base rate, tiered rates, SDF fees, Fire line fees.

FINANCE COMMITTEE REPORT: Laura Drager

19. Treasurers report

20. Investment policy

OLD BUSINESS

22. **Board Secretary Position.**

Contract for Outside Services see Suzie McKethen 2009.12.11, Suzie or Jenn has offered to be the Board Secretary as a contract for outside services provided Mrs. Ellis is no longer a director on the board.

ANNOUNCEMENTS Next Board Meeting Wednesday, July 20, 2022 6:00 pm Board Room

ITEMS TO BE CONSIDERED AT FUTURE BOARD MEETINGS

Review candidates for open board positions.

Note: No action can be taken on items that were not on the agenda.