



Flathead County Water District No.1
130 Nicholson Drive
Kalispell, MT 59901
P: 406-257-5861
E: info@evergreenwaterdistrict.com

Regular Meeting
November 20, 2024

Members Present: B.J. Lupton, Bob Balding, Dennis Falcon, Jack Fallon, Bill Matthews and General Manager, Cindy Murray

Members Absent: Butch Clark and T.J. Wendt

Staff Present: Rob Collier, Mark James, Mimi Wildeman, Jeff Walla

B.J. Lupton, President, called the meeting to order at 7:07 a.m., declared that a quorum of voting Board members was present, welcomed the staff in attendance, and led the Pledge of Allegiance.

Bill Matthews moved to approve the Agenda as amended, which was seconded by Jack Fallon. After discussion, the Board approved the motion by unanimous vote.

Next, the Board considered the minutes of the Regular Meeting of October 16, 2024. Bob Balding moved to approve the minutes, which was seconded by Jack Fallon. After discussion, the Board approved the motion by unanimous vote.

Cindy Murray then presented the Manager's Report. Bill Matthews moved to accept the Manager's Report, which was seconded by Bob Balding. After discussion, the Board approved the motion by unanimous vote.

Jeff Walla then presented the Engineer's Report. Bill Matthews moved to accept the Engineer's Report, which was seconded by Jack Fallon. After discussion, the Board approved the motion by unanimous vote.

Cindy Murray then provided an update on activities related to the SRF Sewer Loans for the LS 19 and I&I Projects. Loan resolutions will be presented to the Board with target loan closings are in January.

The Board then considered a request from District Staff to approve Amendment 5 to the Carver Engineering Contract for the West Reserve Water Well Project for a total contract amount not to

exceed \$550,000. Jack Fallon moved to approve Amendment 5 in a total contract amount not to exceed \$550,000, which was seconded by Bill Matthews. After discussion, the Board approved the motion by unanimous vote.

Next, the Board considered a request for the Board to designate authorized signers for First Interstate Bank accounts, including the current checking account 500 2004 769 and any other new accounts that General Manager, Cindy Murray, may request to open. Jack Fallon moved to designate B.J. Lupton, Bob Balding, Bill Matthews, Cindy Murray, and Jack Fallon as authorized signers with B.J. Lupton, Bob Balding, Cindy Murray, and Mimi Wildeman as authorized emergency contacts. The motion was seconded by Bob Balding. After discussion, the Board approved the motion by unanimous vote.

President B.J. Lupton announced that the Board would take a short recess at 8:25 a.m. The meeting was reconvened at 8:40 a.m.

The Board then addressed the next agenda item, which was Consideration of a Personnel Matter. B.J. Lupton announced that pursuant to MCA 2-3-203 (3) the meeting would be closed during the time the discussion related to a matter of individual privacy, as the demands of individual privacy related to the personnel matter clearly exceeded the merits of public disclosure. The individual about whom the discussion pertained did not waive his right of individual privacy. The meeting was closed at 8:45 a.m.

At 9:55 a.m. the Board reconvened in open session to consider a request by General Manager Cindy Murray for approval of a settlement agreement with an employee to include the following terms:

1. the extension of the employee's paid administrative leave to December 31, 2024,
2. the employee's voluntary resignation effective on the same date,
3. execution by the employee and the District of a full and final Settlement Agreement with the payment to the employee of a negotiated amount equivalent to 12 months of salary and benefits on January 3, 2025.

The employee indicated his support for the proposed agreement. The exact settlement amount and terms of the agreement will be confidential. Jack Fallon moved to approve the proposed settlement agreement, which was seconded by Bob Balding. After discussion, the Board approved the motion by unanimous vote.

The Board then considered a request from Cindy Murray to approve safety and performance bonuses for the District Staff in the amounts of \$2,500 for exempt staff and \$1,750 for nonexempt staff. Bonuses will be prorated for employees who have been employed by the District for less than 12 months. Bonus payments to employees will be included in the November 29, 2024, payroll. Jack Fallon moved to approve the requested bonus payments as proposed, which was seconded by Bob Balding. After discussion, the Board approved the motion by unanimous vote.

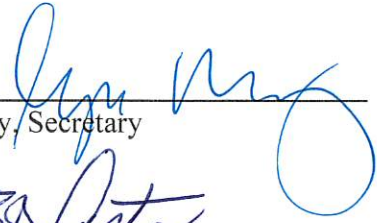
Cindy Murray also advised the Board that she planned to fill two open or soon-to-be open positions, including a part-time bookkeeping position (up to 30 hours per week) and a full-time

finance position, both of which are within the District's current approved FY25 budget.

Bob Balding provided the Oversight Report for October. Bill Matthews moved to accept the Oversight Report, which was seconded by Jack Fallon. After discussion, the Board approved the motion by unanimous vote.

Jack Fallon moved to approve the Checks Written and the Chase Credit Card Charges and accept the financial statements for October, which was seconded by Bob Balding. After discussion, the Board passed the motion by unanimous vote.

The meeting was adjourned by acclamation at 10:15 a.m. The next regular Board meeting will be on December 18, 2024, at 9:00 a.m.

Submitted by 
Cynthia Murray, Secretary

Signed by 
B.J. Lupton, President

