Gallatin Gateway County Water & Sewer District

MINUTES OF THE

**BOARD OF DIRECTORS**

A regular meeting of the Board of Directors of the Gallatin Gateway County Water & Sewer District was held at the Gallatin Gateway Fire Station, 320 Webb Street, Gallatin Gateway, MT, on 12/14/2022. Present at the meeting were board members Eric Amend (remotely), Ted Border, and Cary Fox. Staff present included GM Procunier and Shannon Burdick. No members of public were present.

President Border called the meeting to order at 6:33 p.m. Secretary Alison Curry recorded the minutes of the meeting.

PUBLIC PARTICIPATION OF NON-AGENDA ITEMS

President Border asked for public comment on non-agenda items.

CONFLICT OF INTEREST DISCLOSURE

President Border asked if there were any items of conflict of interest, or potential conflict of interest, to be raised. None were raised.

APPROVAL OF MINUTES

After confirming that all directors had a draft copy of the 10/12/2022 meeting minutes, President Border asked whether there were any corrections. None were noted. Director Amend made the motion to approve the minutes as written, Director Fox seconded the motion, and the minutes were approved

unanimously.

OLD BUSINESS

1. 475 GATEWAY SOUTH

District Council Swimley relayed that Mr. Pfeil has sued the District due to lack of response with regards to annexation. The Board will look over the discovery document and will provide any pertinent correspondence to District Council Swimley, who will then submit these to Mr. Pfeil’s council. This is to be processed no later than January 7th.

1. MDT

While work is being done on the MDT turnbay near Zachariah Lane, the District is responsible to reroute their sewer line for the duration of this project. MDT wants the District’s sewer line to bypass 500 feet on either side of the bridge’s wing walls. GM Procunier mentioned that this length seems excessive and that 100 feet either side should be sufficient. The District intends to reuse pipe casing if possible, and plans to hire the MDT project’s contractor to complete the sewer line work as well. The project calendar has been delayed, and will not be bid until March, with actual construction likely occurring next Fall in 2023. President Border notes the need for frost proofing for the bypassed line due to the time of year and risk of freezing temperatures. Sewage will need pump and haul out of the District’s lift station for a couple days while construction is finished. Brad has suggested a gate/plug valve on the south side of this line, which would be helpful should any future conflicts arise in this location. There is discussion of whether District’s pigging stations may already have valves, but this is yet to be confirmed. There is a general discussion of potential costs; At 100 feet either side of wing walls, GM Procunier estimates ballpark of $10k in materials, which he thinks should be conservative. This total would include the plug valve at roughly $5k, but not the fees associated with pumping and hauling waste water. The Board agreed to PEAK’s revised proposal for MDT, specifically that 500 ft is shortened to 100 ft either side of wing walls. Brad will relay the District’s response and proposal to MDT.

NEW BUSINESS

N/A

REPORT OF OFFICERS, STANDING COMMITTEES, AND SPECIAL COMMITTEES

General Manager Report

4 Corners WSD is changing their rate structure.

This will reflect on GGWSD budget by an increase of $7.13 /1000 gallons, which could amount to approx.. $500/month (or 20%) more in added cost to the District, depending on usage. This adjustment will take effect beginning this coming February of 2023.

District Council Swimley noted that the District is permitted to raise their rate structure by 5% once a year by board resolution, as long as it is disclosed in the month’s public meeting prior to increase. The District has not made such an increase as of yet.

There is discussion of whether the District’s contract with Four Corners is expired, GM Procunier will look into this question further.

An increase of 5% for all users would make up for about $650 per month; GM Procunier and District Council Swimley will be in communication and the discussion will continue at January’s board meeting.

SIME AND MANHOLE

Gallatin Gateway Inn contracted SIME construction for their project; when SIME paved part of Bozeman Street they covered a manhole. GM Procunier spoke with the contractor, and SIME confirmed they are aware this happened and will correct this to make the manhole accessible again.

It is rumored that Four Corners will not pursue further expansion once the current one is complete, therefore would be capping their capacity. The District needs to consider now future growth and whether to purchase more capacity. There is discussion with regards to past records and how to create some projections of potential growth for the board to review.

OMDAHL CONSTRUCTION AND SAFETY GRATE

The District hired Omdahl Construction to purchase/install a safety grate, an invoice was received for this job, but PEAK noted it was never installed. There is discussion about whether GGWSD is in possession of grate, GM Procunier will try to locate it. Omdahl is accommodating and will work with the District to get this project/invoice sorted out. If the grate is found, the District will owe Omdahl $4k to cover job materials. Director Amend noted that this expense was to be covered by a grant, President Border believes the District received the grant but the funds have not been paid to Omdahl as of yet; He will confirm this with Maralee.

GM Procunier received notice that MACO insurance provider will no longer be providing insurance for any special districts, as it is economically unsustainable. Tyler Delaney as well as Jen from PEAK are working on coverage from a comparable plan. The District is covered through June; Prior rate increase will not be refunded in any form.

Existing will Serve Agreements

Lutson LLC and Dance Hall LLC will serves are expiring, they have already paid the increased PIC charge. Both locations are over 5 VRUs and need approval for an extension.

Dance Hall LLC is wading through issues with encroachment, but are pursuing resolution so their project can be completed.

Director Fox makes motion to extend the will-serve agreements for 6 months subject to any subsequent rate changes, Director Amend seconds, motion passes unanimously.

Home Ec. INC, is in need of an extension as well; Gary Kirt is building multiple units to be rented with each requiring 1 VRU. PEAK is also monitoring a potential flood plain issue in this location.

Ronald Page had 3 VRUs, but requested a refund for 1 of those. He made connection with the other property, he is now paying monthly rate for 2 VRUs, and has been refunded for the 1 VRU.

Page has a duplex that is being constructed using 1.9, which will be charged accordingly as it is prorated.

Gateway Village Report

Director Fox spoke with Clayton, Gateway Village is turning out 12 units next month. There is a general discussion of what GGWSD mission statement should be and how they want to handle this project in the long term future. Right now things seem copacetic, and the conversation is ongoing. The Board discussed an earlier start time for next month’s meeting in order to discuss the future preferences of GGWSD. It is noted that the public will need to be notified of earlier meeting time.

President Border then asked for unanimous consent to adjourn. Seeing no objection, the meeting was adjourned at 7:20.

Alison W. Curry

Secretary