

# **Gallatin Gateway County Water & Sewer District**

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## **PUBLIC MEETING**

**Date:** March 2, 2015

**Time:** 6:30PM

**Place:** Gallatin Gateway Fire Station, 320 Webb St., Gallatin Gateway, MT

**For:** Regular Meeting of the Board of Directors

## **AGENDA**

- 1. Public Participation on Non-Agenda Items<sup>1</sup>**
- 2. Approval of Minutes**
  - a. Approval of Meeting Minutes for February 2, 2015
- 3. Reports of Officers, Standing Committees, and Special Committees**
  - a. Report of General Manager & Report of Financial Condition
  - b. Report of Community Liaison Committee
  - c. Report of Engineer
    - i. Technical Status and ongoing design review comments
    - ii. RUS Reports, Administration and Draw Requests
    - iii. TSEP Reports, Administration and Draw Requests
    - iv. CDBG Reports, Administration and Draw Requests
    - v. DNRC Reports, Administration and Draw Requests
- 4. Unfinished Business and General Orders**
  - a. Discussion and Decision on Engineering Services Contract Amendment for Discharge Permit Application
  - b. Discussion and Decision on Acceptance of DNRC Planning Grant
- 5. New Business**
  - a. Any New Business Which May Come Properly to the Board

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<sup>1</sup> The opportunity for members of the public to comment on District matters which are not on the agenda. Time limits may be imposed at the discretion of the President.

# **Gallatin Gateway County Water & Sewer District**

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## 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 St., Gallatin Gateway, MT, on March 2, 2015. Present at the meeting were board members Merle Adams, Eric Amend, Ted Border, and David Sullivan (via phone). General Manager Matt Donnelly and Secretary Maralee Parsons Sullivan were also present. In attendance were Kurt Thomson from Stahly Engineering, and Larry Watson from Gallatin County. Public attendees included Pete Stein, Michael Faller and Camille Salanave.

President Border called the meeting to order at 6:30 p.m. Secretary Maralee Parsons Sullivan recorded the minutes of the meeting.

#### PUBLIC COMMENT

President Border asked for public comment on non-agenda items. There were no non-agenda items raised by the public. President Border advised that he had received the written resignation of Board member Steve Janes, effective February 20, 2015. Mr. Janes resigned due to personal matters requiring his attention. GM Matt Donnelly noted that Mr. Janes was a great asset to the Board, and wishes to express thanks for his service to the Board and to the community, and noted he will be greatly missed.

President Border proceeded to the next item on the agenda.

#### APPROVAL OF MINUTES

After confirming that all directors had a draft copy of the February 2, 2015 meeting minutes, President Border asked whether there were any corrections. None were noted. President Border made the motion to approve the minutes as written, Director Sullivan seconded the motion and the minutes were approved unanimously.

#### REPORT OF GENERAL MANAGER, TREASURER & APPROVAL OF EXPENDITURES

GM Matt Donnelly provided the report. Mr. Donnelly was recently deposed by Gateway Village for its lawsuit against Gallatin County. He believes a transcript will be made available, and his comments made at the deposition were consistent with the message delivered by the District throughout the Gateway Village subdivision application process.

Treasurer Maralee Sullivan reviewed the current monthly financial package (P&L and Balance sheet) for FY starting July 1, 2014: P&L monthly expenses included \$56 annual PO Box renewal fee, as well as \$2,385 in legal fees and \$18,562 in

engineering costs. A/P aging will be reduced by \$46K with the DNRC draw approved in February, for payment to Stahly Engineering; funds should be available within a few weeks. Teresa Doig will be preparing a TSEP draw for approval at the next meeting for \$19K to pay legal invoices. The District's insurance renewal application is complete and ready for signature.

#### REPORT OF COMMUNITY LIAISON COMMITTEE

No report. Since Mr. Janes was the chair of this committee and there had been little activity in recent months since construction drawings were completed, this item will be removed as a regular agenda item going forward.

#### REPORT OF ENGINEER, GRANT AGENCY DRAWS & REPORTS

Kurt Thomson provided the engineer's report. They are waiting on the DNRC grant to enable them to work on the new discharge permit application. They would like to get the discharge permit submitted to DEQ by the middle of March. There were no surprises with the pump test and data was confirmed.

- RUS: nothing to report
- TSEP: nothing to report
- DNRC: nothing to report
- CDBG: Larry Watson provided the report. Dept. of Commerce had notified the County on 12/24/14 that they were going to exercise the clause to require an additional 30-day public hearing period, due to comments received from Gateway Village and Terry Threlkeld. The county commissioners held a follow-up meeting on 2/27/15, but due to a clerical error on the published agenda the commissioners were not able to vote on the issue. There will be a follow-up meeting on Wed. 3/4/15 at 9:00 AM, at which commissioners will decide: 1) whether or not to continue with their finding of no significant impact; 2) whether or not to instruct Mr. Watson to begin the additional 30-day public hearing process; 3) whether or not to replace Mr. Watson as environmental certifying officer by appointing by resolution Commission Chairman Steve White, as the environmental certifying officer. If this moves forward, Mr. Watson would be initiating the 30-day public hearing period on March 12. He will insert a 1-week period after the 30-day period, to allow the county's engineering firm (Morrison-Maierle) to respond to any issues raised. This will be followed by a 15-day public hearing period conducted by the state, which will end around the end of April. Mr. Watson will need copies of the District's contracts indicating availability of project funding, and a new project schedule, before submitting the request to release funds to the Dept. of Commerce.

#### UNFINISHED BUSINESS AND GENERAL ORDERS

Discussion and Decision on Engineering Services Contract Amendment for Discharge Permit Application

Stahly has submitted contract amendment #5 to include engineering work to complete and submit the discharge permit application. President Border asked if the amendment would add significant costs to the design phase. Mr. Thomson said work to add filtration will add costs, and construction costs will also be increased somewhat with the addition of a greenhouse. Amendment #6 will be forthcoming to include the re-design of filtration and greenhouse. Director Adams made the motion to approve contract amendment #5; Director Amend seconded the motion and it passed unanimously.

#### Discussion and Decision on Acceptance of DNRC Planning Grant

The DNRC planning grant for \$10K has been approved by DNRC but has not been received yet. Director Amend made the motion to authorize President Border to sign the DNRC contract amendment and the DNRC planning grant when it is received; Director Adams seconded the motion and it passed unanimously.

#### NEW BUSINESS

President Border asked for any unfinished or new business.

President Border asked for additional unfinished or new business, and seeing none, President Border noted that the next meeting date is April 6, 2015.

President Border then asked for unanimous consent to adjourn. Seeing no objection, the meeting was adjourned at 7:12 p.m.

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Secretary