

Gallatin Gateway County Water & Sewer District

MINUTES OF THE BOARD OF DIRECTORS' MEETING

A regular meeting of the Board of Director for the Gallatin Gateway County Water & Sewer District was held on November 8, 2021 at the Gallatin Gateway Fire Department, 320 Webb St., Gallatin Gateway, MT. A teleconference bridge for public input was available. Present at the meeting were Board Members Ted Border, Eric Amend, Cary Fox and Maralee Parsons Sullivan. General Manager Justin Brechtelsbauer, District Administrator Linda Cox and community member Ron Page also attended in person. APE representatives in attendance included Andrew Huggins, Sam Procnier and Jennifer Bos.

President Border called the meeting to order at 6:32 p.m. Linda Cox recorded the minutes of the meeting.

PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

President Border asked for public comment on non-agenda items. No comments were made.

CONFLICT OF INTEREST DISCLOSURE

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

APPROVAL OF MINUTES

A. Approval of Meeting Minutes for October 18, 2021

Director Parsons Sullivan moved to accept the October 18, 2021 meeting minutes after a few minor changes and Director Fox seconded the motion. The minutes were approved unanimously.

OLD BUSINESS

A. Discussion with APE representatives

APE representatives presented an overview of their experience and overall plan to provide the services of a General Manager and financial/billing administration to GGSWD. This was followed by a thorough discussion of how specific operations would be handled and how the transition will be managed.

B. Update on Phiel Acquisitions' refund of PIC charges

No update occurred since the District's Council has not gotten back to the District on this matter. President Border will follow-up again with the District's Council.

New Business

A. Discussion and decision on contract for third party for website design services

Director Parsons Sullivan summarized the benefits and costs associated with contracting with an experience firm, Streamline, out of Sacramento, CA to design a new website for the District. The key points include the monthly service fee of \$75 to develop a new GGWSD website using their platform, migrate all existing content, test and launch an

ADA compliant website within two to four weeks. The site would be hosted, supported and secured by Streamline with free, unlimited archiving and automatic updates. Unlimited training and technical support are also included in monthly fee.

Director Amend moved to contract with Streamline to Develop a new website for GGSWD and Director Fox seconded the motion. It was approved unanimously.

Reports of Officers, Standing Committees and Special Committees

A. General Manager's Report

No report.

B. Existing Will Serve Agreements

No report.

C. Gateway Village Report (Director Fox)

The sewer system at Gateway Village is now being piloted.

ADJOURN

President Border asked for unanimous consent to adjourn. Hearing no objection, President Border adjourned the meeting at 7:34 pm.