

Gallatin Gateway County Water & Sewer District

PUBLIC MEETING

Date: October 3, 2011

Time: 6:30PM

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

For: Regular Meeting of the Board of Directors

AGENDA

I. Call To Order

- A. Call To Order (Adams)
- B. Public Participation on Non-Agenda Items¹ (Adams)

II. Approval of Minutes

- A. Approval of Meeting Minutes for September 6, 2011 (Adams)
- B. Approval of Meeting Minutes for September 13, 2011 (Adams)

III. Reports of Officers, Standing Committees, and Special Committees

- A. Report of General Manager & Report of Financial Condition (Donnelly)
- B. Report of Ad Hoc Committee on Engineer Selection (Border)

IV. Unfinished Business and General Orders

- A. First Reading of Annexation Petition from LaMiaux (Donnelly)
- B. Status of Grants and Loans for Sewer Project (Donnelly)

V. New Business

- A. Any New Business Which May Come Properly to the Board (Adams)

VI. Adjourn

¹ 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

MINUTES OF THE

BOARD OF DIRECTORS

A regular meeting of the Board of Directors of the Gallatin Gateway County Water & Sewer District was held in the boardroom of the Gallatin Gateway Fire Station on October 3, 2011. Present at the meeting were board members Merle Adams, Ted Border, David Sullivan, Charlie White and Earl Wortman. Matt Donnelly was also present.

The meeting was called to order at 6:30 p.m. by President Adams. Director White recorded the minutes of the meeting.

PUBLIC COMMENT

President Adams asked for public comment. Seeing none, President Adams proceeded to the next item on the agenda.

APPROVAL OF MINUTES

After confirming that all directors had a draft copy of the September 6, 2011 minutes, President Adams asked whether there were any corrections. Seeing none, Director Sullivan moved to moved to approve the minutes and Director Border seconded. The minutes were unanimously approved.

After confirming that all directors had a draft copy of the September 13, 2011 minutes, President Adams asked whether there were any corrections. Seeing none, Director Sullivan moved to moved to approve the minutes and Director Border seconded. The minutes were unanimously approved.

REPORT OF GENERAL MANAGER

Mr. Donnelly gave a report of the financial condition of the district. He then presented three bills for payment, one from the Billings Gazette and another from the Bozeman Chronicle for legal advertisements, and a third from Innovative Engineering for copying costs related to preparation of the CDBG grant application. Mr. Donnelly then reported that the Gallatin County Elections Office had received three valid nominating petitions, and thus there will be no election for vacant directors positions and the positions will be filled by acclamation at the November meeting.

AD HOC COMMITTEE TO CONDUCT ENGINEER SOLICITATION

Director Border then discussed the engineer selection process. He reported that eight companies requested the District's request for a Statement of Qualifications. He said he would try to limit the number of firms asked to present to in the final interview on November 7 to 2-3 companies and recommended that the Board allow at least 1one hour per company. Also, Ted asked that anyone

who had suggestions for questions for the companies should forward them to him.

Director Border was also appointed to negotiate rates, labor and time for any side or adjusted projects and how they will be paid. He says that we need to choose the companies on basis of their work--business --etc not a final money bid. He is also trying to come up with a point system to do this. The GM said he would get some ideas to Ted, like 60% on interview and 40% on paperwork.

The Board asked the committee to get the list of people who each company would assign to the project and what they would be doing. If anything would change in this area the committee needs to know in advance before any changes are made.

Director Sullivan then moved to approve the committee's report. The motion was seconded by Director Wortman. The motion was approved unanimously.

FIRST READING OF ANNEXATION ORDINANCE

The GM reported that the District had received a petition for annexation by Robert LaMiaux, that the petition was in order and was signed by 100% of the landowners of the property to be annexed, and that the property is contiguous to the existing District boundaries. The GM then read a proposed ordinance to annex the property. President Adams set the date for the second reading of the ordinance and a public hearing on the annexation for November 7, 2011.

STATUS OF CDBG GRANT APPLICATION

The Board expressed thanks to Larry Watson for hand carrying the CDBG grant application to Helena. The Board was told that CDBG in Helena would review and forward us info by 11-1-2011.

NEW BUSINESS

Bond Election---we need to start to think about this and possible get it moving asap----Bond amount would be \$863,000. These New items will be during the 11-7-2011 meeting----Everyone is informed that it will be a long meeting---be ready. Seeing no further new business, Director Sullivan moved to adjourn. The motion was seconded by Director Wortman and passed unanimously.

Secretary