

Gallatin Gateway County Water and Sewer District
MINUTES OF THE
BOARD OF DIRECTORS

A regular meeting of the Board of Director for the Gallatin Gateway County Water & Sewer District was held on August 10, 2020 at Gallatin Gateway Community Center Pavilion, 145 Mill St. and a number to attend via teleconference was also provided. Present at the meeting were board members Matt Donnelly, Ted Boarder, and Eric Amend. Board member Maralee Parsons Sullivan phoned into the meeting. General Manager Justin Brechtelsbauer and District Administrator Linda Cox were also present. No members of public were present.

Vice President Amend called the meeting to order at 6:33 p.m. Linda Cox recorded the minutes of the meeting.

PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

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

CONFLICT OF INTEREST DISCLOSURE

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

APPROVAL OF MINUTES

After confirming that all directors had a draft copy of the June 8, 2020 meeting minutes, Vice resident Amend asked whether there were any corrections. Director Donnelly commented that the minutes be corrected to read “a short fall in OM budget can be made up using surplus in previous years.” VP Amend suggested that the “VRU” be struck from the manager’s report and be replaced with “bulk rate.” Director Parsons Sullivan made the motion to approve the minutes as corrected, Director Donnelly seconded the motion and the minutes were approved unanimously.

CONSENT AGENDA

None

REGULAR BUSINESS

- A. Review of Delinquent Accounts for Tax Collection [MCA 7-13-2301(4)(b)]
General Manager Justin described all four delinquent accounts. Anne Borodine requested an extension due to being out-of-work. Director Donnelly stressed that the Board has no choice but to follow the statute and send delinquent accounts to the tax office.
- B. Discussion and Decision on Pre-Design Application for EcoCamp LLC
EcoCamp’s will serve letter expires in September and they are asking for 4.5

more VRUs. Since the total VRU is greater than 5, a Board vote is needed to approve this request. The original will serve letter is dated January 11, 2020 for 10.5 VRUs and with the additional 4 VRUs the total will be 15. The existing VRUs are at the old rate, but if the will serve letter is extended the new rate will apply since it is a new application.

The connection to the force main is about half a mile from the property and EcoCamp LLC will own the connection. No one will be allowed to join on it. GWSD will work with their lawyer to ensure that the ownership and connection issues are accurately described to ensure legal enforcement. Director Donnelly moved to approve the applicants request for an increase in VRU at the new rate. And President Border seconded the motion. GM has Brechtelsbauer confirmed that we do have capacity and is consistent with Board policy to sell capacity to those outside of the district, if it is available. GM will clarify is we own the infrastructure if they decide to annex into the district. The motion passed unanimously.

C. Request to Fund Shed

Approval for the use of \$10,000 in Capital funds for a shed at the lift station was requested by General Manager Brechtelsbauer because storage is needed for equipment and archived paperwork. Capital funds, portion of R&R rate that pays for debt service and required reserves, are available and construction has been estimated at \$10,000. Adding VRUs increase the surplus and these funds are available. Director Donnelly reminded everyone that, though he supports this request, he is encouraging fiscal restraint in the upcoming year since an expansion in capacity is also under consideration. Director Donnelly moved to approve a budget amendment to include a \$10,000 capital expenditure for storage at the lift station and Director Parsons Sullivan seconded the motion. The motion passed unanimously.

REPORTS OF OFFICERS, STANDING COMMITTEES AND SPECIAL COMMITTEES

Treasurer Parsons shared that the remainder of final grant from Rural Development (RD), which they provided for some post-project safety and efficiency improvements has been defunded by RD, as was mutually agreed upon. The District purchased everything which was approved by RD, and the total came in under budget.

General Manager Report

In his O & M report, General Manger Brechtelsbauer provided a flow summary and lift station statistics. In August, cleaning of the wet well at the lift station will occur as will jetting of 2600 hundred feet starting at Rabel Lane.

Director Donnelly suggested that we assess the county records to ensure that new construction in the district is consist with our records indicated for square footage to ensure accurate VRU counts. VP Amend suggests that we tie this process of reconciling existing square footage with

the square footage in our records with the annual plan for jetting so we complete both processes in tandem every five years.

ADJOURN

Meeting was adjourned by Vice President Amend after he asked for unanimous consent to adjourn. Hearing no objection, Vice President Amend adjourned the meeting at 7:18.