

**MINUTES OF REGULAR MEETING  
OF BOARD OF DIRECTORS  
OF LOCKWOOD WATER AND SEWER DISTRICT**

**November 14, 2018**

The regular meeting of the Lockwood Water and Sewer District Board of Directors was held on November 14, 2018. President Peters called the meeting to order at 7:00 p.m. in the conference room of the Lockwood Water and Sewer District Office, 1644 Old Hardin Road, Billings, Montana.

Present at the meeting were Board members Carl Peters, Nancy Belk, Carlotta Hecker and Stuart Deans. Board Member Merrill Walker was absent. Also present was Manager Mike Ariztia, Assistant Manager Tony Reed, Jill Cook of Morrison-Maierle, and Dan Belk, public participant.

**Attendance and Voting Record attached to minutes**

**PUBLIC COMMENT:**

None.

**APPROVAL OF MINUTES:**

The minutes of the October 10, 2018 Board meeting were presented for approval. No additions or corrections were noted.

- I. Carlotta Hecker moved to approve the minutes of the October 10, 2018 Board meeting as written. Nancy Belk seconded the motion. Motion carried.

The minutes of the Board meeting of October 24, 2018 were presented for approval. Carlotta Hecker advised the minutes should be designated as minutes of the "Rescheduled" meeting.

- II. Carlotta Hecker moved to approve the minutes of the October 24, 2018 Board meeting correcting their designation to "Rescheduled" meeting. Stuart Deans seconded the motion. Motion carried.

President Peters asked if the note referred to in the October 24, 2018 minutes from Stuart Deans to Jill Cook inquiring how the percentage of the engineering and cost estimate was arrived at, was available as he felt it should be attached to the minutes. Ms. Cook will provide a copy to Manager Ariztia to be included with the October 24 minutes.

**NEW BUSINESS:**

- \* **Discussion regarding appraisal of SEC Johnson Lane and Prairie Drive, with possible motion to move forward with offer to purchase for future bulk water station.**

Manager Ariztia advised he hired S. M. Repac, Certified General Appraiser, of The Appraisal Group, LTD, to provide an appraisal of the SEC Johnson Lane and Prairie Drive property. The appraisal came in at \$9,500 per acre. The size of the parcel under consideration for the bulk water station is 1.20 acres, which would result in a cost to the District of \$11,400 for the land. A comparison of three Lockwood properties was done to arrive at the \$9,500 figure. Mr. Repac advised that in order to get an accurate appraisal, he had to appraise the entire property and then split it off to ascertain what the value of the 1.20 acre parcel was. It was the general consensus of the Board that the appraised value of \$9,500 is fair. Final costs and options for payment for the water station were also discussed but are still to be determined.

- III. Stuart Deans moved to approve the \$9,500 per acre appraised value and to offer \$11,400 to the property owners for the 1.20 acre parcel at Johnson Lane and Prairie Drive for a second bulk water station. Nancy Belk seconded the motion. Motion carried.

**Copy of Page 1 of Appraisal attached to minutes**

Manager Ariztia advised that the Sanctuary Canyon subdivision on Trailmaster that Chris Vlahos is planning, may be under construction as early as this year. Morrison-Maierle did a hydraulic analysis on the property, and it was deemed to meet fire protection requirements. They had to up-size from an 8" to a 10" water line going up Trailmaster to accommodate that requirement. The developer had offered to potentially donate land for a tank site on the top of the hill. Manager Ariztia advised if that would be a possibility in the future to have a tank that high, it would be advantageous to increase the main size up to a 12" to accommodate further development. The District would pay the difference between the 10" and 12" inch line, which is approximately \$14,300 for 360 feet of 12" pipe.

The question of billing for hydrant use was brought up and discussed. Manager Ariztia will talk to the Fire Department Chief regarding his thoughts on the matter for future reference.

- IV. Nancy moved to approve up-sizing the 10" pipe in Sanctuary Canyon Subdivision to 12" pipe, at a cost of \$14,300 for 360 feet of pipe. Carlotta Hecker seconded the Motion. Motion carried.

**OLD BUSINESS:**

None.

**FINANCIAL REPORTS**

The Yellowstone County trial balance as of 10/31/18 indicated a balance due LWSD of \$2,487.81.

Financial reports attached to the minutes are: Check/Claim Detail for the Accounting Period October, 2018; Trial Balance with Revenue and Expenditures for the Accounting Period October, 2018; Statement of Revenue Budget vs. Actual for the Accounting Period Statement, October; Statement of Expenditures - Budget vs. Actual Report for the Accounting Period October, 2018.

**APPROVAL OF BILLS DUE FOR SIGNATURE:**

- V. Nancy Belk moved to approve payment of the bills submitted on the Check/Claim Detail List. Carlotta Hecker seconded the motion. Motion carried.

**OTHER BUSINESS:**

\* **Intake Project Update**

Jill Cook advised the only information received from Dennis at Western Municipal is that the equipment is ordered. Dennis does not think that the equipment manufacturer has any reason to improve its promised delivery schedule. They are still on track for the same delivery date they did have, which was mid to late January.

**MANAGER REPORTS:**

The water pumping record is as follows:

October, 2017	21,927,600
October, 2018	20,053,200

Wastewater record:

September, 2017	4,808,892
September, 2018	3,946,448

Manager Ariztia and President Peters both testified at the County Commissioner's meeting. The Commission approved expansion of the TEDD subject to a 30-day protest period.

Manager Ariztia advised he is working with Pat and Jill at Morrison-Maierle and the water rights attorney for obtaining additional water rights.

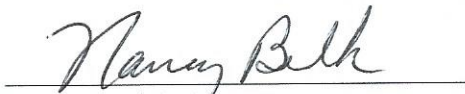
**ADJOURNMENT:**

- VI. Nancy Belk moved to adjourn the meeting. Carlotta Hecker seconded the motion. Motion carried.

There being no further business to come before the Board, the meeting was adjourned at 8:15 p.m.

The next Board meeting will be held on December 12, 2018.

  
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