

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

November 13, 2019

The regular meeting of the Lockwood Water and Sewer District Board of Directors was held on November 13, 2019. 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, Carlotta Hecker, Nancy Belk, 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 Evelyn Pyburn of *Yellowstone County News*.

Attendance and Voting Record attached to minutes

PUBLIC COMMENT:

None.

APPROVAL OF MINUTES:

The minutes of the October 9, 2019 Board meeting were presented for approval. One correction was noted on Page 2, under Johnson Lane Update, first sentence, "KE" Construction should be "**KLE**" Construction.

- I. Stuart Deans moved to approve the minutes of the October 9, 2019 Board meeting with the correction as noted. Nancy Belk seconded the motion. Motion carried.

NEW BUSINESS:

- * **Approval of Pay Application #1 to KLE Construction for the Johnson Lane Hwy 87 East water main extension**

KLE presented Pay Application #1 for the Johnson Lane Main Line extension in the amount of \$477,412.05.

- II. Nancy Belk moved to approve payment of Pay Application #1 from KLE Construction in the amount of \$477,412.05. Carlotta Hecker seconded the motion. Motion carried.

* **Discussion and possible approval of Task Order No. 14 in the Master Agreement with Morrison-Maierle for a Mid-Zone Reservoir Pre-Design Hydraulic Analysis**

Morrison-Maierle presented Task Order No. 14 for discussion and approval to perform pre-design hydraulic analysis and sizing for identified Mid-Zone Reservoir location. Per the task order, engineer shall provide selection Study Phase services as outlined in the Master Agreement paragraphs A1.05 and A1.06 specific to Mid-Zone Reservoir hydraulic impacts and sizing.

The property owner has committed to providing land to the District for the building of a tank on the property. This study is to identify areas that may need to be improved. Manager Ariztia has asked MMI to break the project out to determine if LWSD were to build the tank on the property, what improvements would need to be made, if any, to accommodate the current demands, and then what improvements can be planned for the future as development occurs and demand increases. The total estimate for the hydraulic study is \$19,900.00.

- III. Nancy Belk moved to approve payment of Morrison-Maierle Task Order No. 14 for pre-design hydraulic analysis and sizing, not to exceed the amount of \$19,900.00. Stuart Deans seconded the motion. Motion carried.

Copy of Morrison-Maierle Task Order No. 14 attached to minutes

* **Discussion on Bulk Water Station No. 2 Tech Memo**

Jill Cook presented a Technical Memorandum on design and building of the LWSD Bulk Water Station at the Johnson Lane and Prairie Drive intersection.

Building preferences put forth by the LWSD Board at previous meetings to date, include:

- * Block or pre-cast concrete building with graffiti sealant
- * Bollards to protect the building
- * Dual overhead filling pipes: one fill pipe to serve larger tanker trucks typical of commercial or business use and the second to fill tanks on a pickup truck or trailer typical of residential use
- * Lighting for security purposes
- * Water filling card that can be purchased only at the water station by credit card

Jill Cook advised that all three tables in the memo are essentially equal, and the Board should pick the materials that appeal to the Board the most. The total costs in option 2 and option 3 include delivery. Option 1 would be constructed from scratch. Option 2 is a concrete prefab building. Option 3 is a CMU block building built onsite at their location and then shipped to the LWSD site.

Following discussion, the Board agreed that it prefers a local contractor, concrete precast

building, and the parameters set out in Table 2. Jill will present a task order for design at the December Board meeting. The structural design of the building will be done by the precast supplier.

Copy of Technical Memorandum attached to minutes

OLD BUSINESS:

None.

FINANCIAL REPORTS

Trial balance from Yellowstone County as of 10/31/19 is \$5,528.55.

Financial reports attached to the minutes are: Check/Claim Detail for the Accounting Period October, 2019; Trial Balance with Revenue and Expenditures for the Accounting Period October, 2019; Statement of Revenue Budget vs. Actual for the Accounting Period Statement, October, 2019; Statement of Expenditures - Budget vs. Actual Report for the Accounting Period October, 2019.

APPROVAL OF BILLS DUE FOR SIGNATURE:

- IV. Nancy Belk moved to approve payment of the bills submitted on the Check/Claim Detail List. Stuart Deans seconded the motion. Motion carried.

OTHER BUSINESS:

*** 2020 Water Treatment Plant Upgrade Project design update**

Jill Cook reported that they are currently still in preliminary design. They are working on a basis of design report where they develop all of the design criteria for the improvement. They have developed draft tech memos for most of the basis of design report. The tech memos have been sent to Manager Ariztia, reviewed by Assistant Manager Reed and Nick Baker. A meeting was held between the parties to talk through the tech memos that have been completed to date. Parties from Suez met with the group to clarify they had a clear understanding of what the existing system is. Suez is the manufacturer of the super pulsators, which are plate settlers for the clarifiers. They will be sole-sourced from Suez.

Geotech is scheduled to have the building design in December, and will shortly be transitioned from preliminary design into final design with the goal to get the project out to bid and in construction by early summer 2020.

* **2019 Johnson Lane Highway 87 Water Main Project Update**

Good progress is being made. There is approximately 40 feet of main left, another valve and hydrant to install, a couple of services to finish up. They should be done with pipe work either by the end of this week or early next week. There will be restoration to be completed, along with some chlorination, disinfection and testing.

MANAGER REPORTS:

The water pumping record is as follows:

October, 2018	20,053,200
October, 2019	22,036,300

Wastewater record:

September, 2018	3,946,448
September, 2019	6,183,716
September, 2019 Exxon Wastewater	76,267,000

President Peters advised that he found in 1990 Irrigation minutes a written request received from the Lockwood Water Association for acquisition of 2.5 million gallons per day in water rights. He did not find a response to the request. LWSD will be on the Irrigation Board meeting agenda for this month to discuss the potential of receiving water rights from the Irrigation District.

Manager Ariztia has not made direct contact with Huntley/Worden regarding their water problems, but he did contact the Montana Rural Water Association, and their president will be notified that LWSD has made an offer to help.

ADJOURNMENT:

V. 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 8:45 p.m.

The next Board meeting will be held on December 11, 2019.



Attest



Attest