

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

**December 11, 2019**

The regular meeting of the Lockwood Water and Sewer District Board of Directors was held on December 11, 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, Merrill Walker and Stuart Deans. Also present was Manager Mike Ariztia, Assistant Manager Tony Reed, Jill Cook, of Morrison-Maierle, and guests, Evelyn Pyburn of *Yellowstone County News*, and Dan Belk.

**Attendance and Voting Record attached to minutes**

**PUBLIC COMMENT:**

Merrill Walker advised he had occasion to talk to Jim Sannon who lives on Quinella. Mr. Sannon's mother owns property between Quinella and Noblewood. Mr. Sannon is open to the idea of conveying an easement through her property for Phase 3 of the sewer project, which runs all the way from Noblewood to Quinella. He advised he could not convey it for free, but did not give sales figure. Merrill thought it would be advantageous to have the engineers take a look at the possibility of savings to the District if an easement could be obtained between Noblewood and Quinella.

**APPROVAL OF MINUTES:**

The minutes of the November 13, 2019 Board meeting were presented for approval. Two corrections were noted: on Page 3 under 2020 Water Treatment Plant Upgrade, fourth sentence "Nick" should be "**Nick Baker**". In that same paragraph, "in-plate settlers" should read "**plate settlers**".

- I. Merrill Walker moved to approve the minutes of the November 13, 2019 Board meeting with the corrections as noted. Nancy Belk seconded the motion. Motion carried.

**NEW BUSINESS:**

- \* **Approval of Pay Application No. 2 to KLE Construction for the Johnson Lane Highway 87E water main extension**

KLE Construction presented Pay Application No. 2 for the Johnson Lane Highway 87E

water main extension in the amount of \$147,692.56. The remaining balance plus retainage after this payment will be a little over \$30,000.

- II. Stuart Deans moved to approve payment of Pay Application #2 from KLE Construction in the amount of \$147,692.56. Merrill Walker seconded the motion. Motion carried.

**Copy of KLE Pay Application No. 2 attached to minutes**

**\* Discussion and possible approval of Task Order No. 15 to the Master Agreement with Morrison Maierle for design, bidding and construction phase services for the bulk waters station**

Morrison Maierle presented for discussion and possible approval, Task Order No. 15 to the Master Agreement, encompassing the design, bidding, construction, and post-construction phase services for a new bulk water station at Johnson Lane and Prairie Drive.

The timeline is as follows:

Design: December 2019 through February 2020;

Bidding: March 2020;

Construction: 45 calendar day construction period – April - May 2020;

Post-Construction: 2 years after substantial completion - May 2022

Total compensation for basic services in this Task Order is estimated to be \$74,996. Consultant is Rimrock Engineering.

- III. Nancy Belk moved to approve payment of Morrison-Maierle Task Order No. 15 not to exceed the amount of \$74,996 for the scope as described. Stuart Deans seconded the motion. Motion carried.

**Copy of Morrison-Maierle Task Order No. 15 attached to minutes**

**OLD BUSINESS:**

President Peters requested an update on the committee for Phase 3. Manager Ariztia advised that as a result of previous discussions, they did find that by moving some of the sewer main off of Old Hardin Road and running it down Driftwood instead, that would save tearing up Old Hardin Road and running parallel mains. Everything for that main section could go down Driftwood and tie into Wade Street.

Jill Cook advised that where they stand on the Phase 3 PER, part of the work has been done. However, because you can only apply for one project each funding cycle, and the water treatment plant project went forward in the previous cycle, the decision was made that Phase 3 sewer application would go forward in 2020 for funding.

A task order amendment will be presented more than likely in January which will be to finish the PER. The original task order that was done was for the entire PER. However, the cost was reduced because MMI did not complete that portion. The next task order will resume where the first one ended to do public meetings, public outreach, and do the implementation chapter that lines out timing and proposed funding options. It is anticipated Nittany Grantworks will be contacted to prepare the grant applications.

## **FINANCIAL REPORTS**

Trial balance from Yellowstone County as of 11/30/19 is \$56,294.73.

Financial reports attached to the minutes are: Check/Claim Detail for the Accounting Period November, 2019; Trial Balance with Revenue and Expenditures for the Accounting Period November, 2019; Statement of Revenue Budget vs. Actual for the Accounting Period Statement, November, 2019; Statement of Expenditures - Budget vs. Actual Report for the Accounting Period November, 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 advised they are still in preliminary design, and are working to finish the basis of design report. There are two additional memos that will be sent to Manager Ariztia and staff. Comments have been returned on memos one through seven. The updates will be compiled and a final basis of design report will be submitted.

Geotech work has been completed, and Jill is waiting on a report from SK Geotechnical who did the work. Survey is scheduled to be done soon. They then will be in final design with the goal of being in construction by summer 2020.

Manager Ariztia advised there will be phone conference this week with the funding agencies to talk about the funding package for the treatment plant upgrades.

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

Manager Ariztia reported that all the pipe is in the ground and everything has been pressure tested. There were two issues during pressure testing where they had to have the leak detection company come in find where there were leaks in the mainline. The leaks were detected and repaired. They chlorinated yesterday and the plan is to flush tomorrow, and then take their samples.

**MANAGER REPORTS:**

The water pumping record is as follows:

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

Wastewater record:

October, 2018	4,873,220
October, 2019	4,496,976

October, 2019 Exxon Wastewater	69,052,368
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Manager Ariztia reported he had attended the last Irrigation District meeting and talked to them about the potential for working with them to obtain some of their excess water rights. The Irrigation District is open to looking at that possibility, but they need to determine how many rights they have, what they are currently using and what excess is available, if any. They also wish to look at some long-term planning that may include some cooperation or joint venture with the Water and Sewer District.

Western Municipal delivered the new pump, which was part of its agreement with LWSD to compensate for the defective pump.

The Irrigation District is going through a bond election and they needed an actual name as a representative who would be casting those votes for the District. Manager Ariztia discussed the matter with Carl Peters, Merrill Walker and Carlotta Hecker and they had no problem with Manager Ariztia casting those votes for the District.

There is no activity contemplated on the TEDD until after the first of the year.

**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 8:15 p.m.

The next Board meeting will be held on January 8, 2020..

Carlotta Hecker

Attest

W Stuart Deans

Attest