

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

**August 11, 2021**

The regular meeting of the Lockwood Water and Sewer District Board of Directors was held on August 11, 2021. President Peters called the meeting to order at 7:00 p.m. in the Lockwood Water and Sewer District Office, 1644 Old Hardin Road, Billings, Montana 59101.

Present at the meeting were Board members' Carl Peters, Carlotta Hecker, Merrill Walker, and Stuart Deans. Also present was Manager Mike Ariztia, Assistant Manager Tony Reed, and Jill Cook of Morrison-Maierle, Inc.

**Attendance and voting record attached to minutes**

**PUBLIC COMMENT:**

Merrill Walker suggested that the meeting room needed updating including wallpaper, carpeting, painting, et cetera. Manager Ariztia agreed that the whole office needed updating. Merrill also said the sign in the front of the office really needed to be replaced. Manager Ariztia will look for some redecorating options to present to the Board for discussion.

**APPROVAL OF MINUTES**

The minutes of the July 14, 2021 regular and Public Board meeting were presented for approval.

Page 2: Nittany Grantworks proposal, insert "**Grantworks**" after Nittany. Change period after "2" to comma, to read "in an amount not to exceed \$2,880.00."

Page 3: First sentence, Board of Director should be plural, Board of **Directors**.

Page 3: Water Plant update, "excavation has been done on the **south**" (**change left to south**) side of the building. A crane has been installed on the **west side** of the building. (Delete "**that side**".)

**Public meeting transcript:** All places where a monetary amount appears will contain a dollar sign designation.

- I. Merrill Walker moved to approve the minutes of the July 14, 2021 Regular and Public Board meeting with the corrections as set forth above. Carlotta Hecker seconded the motion. Motion carried.

**NEW BUSINESS:**

**\* Approval of Record Steel and Construction Inc. (RSCI) Pay Application No. 5 for the 2020 Water Treatment Plant Upgrade Project**

RSCI presented their fifth pay application for the Lockwood Water Treatment Plant Upgrade for services rendered 7/1/2021 through 7/31/2021, in the amount of \$294,515.63.

- II. Merrill Walker moved to approve payment of RSCI's Pay Application No. 5 in the amount of \$294,515.63. Stuart Deans seconded the motion. Motion carried.

**Copy of RSCI's Application attached to minutes**

Manager Ariztia presented the 2021 Certified Taxable Valuation Information received from the Montana Department of Revenue covering the Lockwood Water & Sewer District Phase I.

2021 Total Market Value <sup>1</sup>	\$198,258,818
2021 Total Taxable Unit <sup>2</sup>	\$ 3,667,409
2021 Taxable Value of Newly Taxable property	\$ 3,527,855
2021 Taxable Value less incremental Taxable Value <sup>3</sup>	<u>\$ 3,667,409</u>
2021 Taxable Value of Net and Gross Proceeds (Class 1 and Class 2)	

January 1, 2022 Payment: \$272,550.00  
July 1, 2022 Payment: \$222,550.00

Total Payment due in 2020 = \$544,906.25  
GO Bond Mill Levy for 2021 = \$550,200.00

Mill levy calculation for 2021 is 150

- III. Stuart Deans moved to approve Mill Levy increase to 150 mills for year 2021 to cover the GO Bond obligation. Merrill Walker seconded the motion. Motion carried.

**Copy of Department of Revenue calculation and GO Bond Payment calculation for year 2021 attached**

**FINANCIAL REPORTS**

The Yellowstone County Trial Balance was not available.

Financial reports attached to the minutes are: Check/Claim Detail for the Accounting Period July, 2021; Trial Balance with Revenue and Expenditures for the Accounting Period July, 2021; Statement of Revenue Budget vs. Actual for the Accounting Period Statement July, 2021, Statement of Expenditures - Budget vs. Actual Report for the Accounting Period July, 2021.

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

**OTHER BUSINESS:**

\* **Water Treatment Plant Expansion Update**

Jill Cook reported that during the last month RSCI has continued working on yard piping, pouring concrete, with another pour coming up next week for the raw water extension area. MMI reviewed the cracks on the existing building and is recommending an interior coating that's compatible with potable water. Further options will be reviewed and discussed.

\* **Board Vacancy**

A letter was received from Scot Bowen, owner and operator of MedWork Services, a chiropractic organization, expressing an interest in becoming a Lockwood Water & Sewer Board member filling the position of resigning member Nancy Belk.

- V. Merrill Walker moved to appoint Scot Bowen to fill the remainder of Nancy Belk's term on the Board of Directors of Lockwood Water & Sewer District. Stuart Deans seconded the motion. Motion carried.

**Copy of Scot Bowen's letter attached to minutes**

**MANAGER REPORTS:**

**Pumping Record - Water:**

July, 2020	54,050,800
July, 2021	57,278,300

**Wastewater record:**

June, 2020	4,850,032
June, 2021	5,061,716

**Exxon Wastewater:**

June, 2020	75,536,780
June, 2021	46,281,004

The City of Billings issued water restrictions to become effective August 1. At this time, Lockwood Water has not issued water restrictions and will continue to monitor the situation for any further developments.

Manager Ariztia will be out of the office next week, August 15 through August 22.

Barbara Neise, LWSD secretary and bookkeeper will be retiring in October. She plans to stay with the District through the end of October. The position has been advertised on the District's website and on various other Montana employment sites.

Water rights is an ongoing issue and is being pursued by Manager Ariztia.

**ADJOURNMENT:**

VI. Merrill Walker moved to adjourn. Stuart Deans seconded the motion. Motion carried.

There being no further business to come before the Board, the meeting was adjourned at 8:10 p.m.

The next Board meeting will be held on September 8, 2021.

  
Attest

  
Attest