

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

September 14, 2022

Call to Order

The regular meeting of the Lockwood Water and Sewer Board of Directors was held on September 14, 2022. Board President Carl 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

Introductions

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

Guests present were Cyrus and Marcella Murfitt, Lockwood residents.

Public Comment

1. Any member of the public may be heard on any subject that is not on the agenda.

There was no public comment.

Approval of Minutes

2. August 10, 2022:

Manager Ariztia advised that the taxable valuation amount as set forth in the August Manager's Report was incorrect. The correct 2022 mill levy amount is 140 not 145.

- I. Stuart Deans moved that the August 10, 2022 minutes be approved with the number of mills being corrected to 140 Mills. Merrill Walker seconded the motion. Motion carried.

New Business

3. **Approval of Pay Application No. 16 to Record Steel and Construction Inc. (RSCI) for the 2020 Water Treatment Plant Upgrade Project**

RSCI presented Pay Application No. 16 covering services from 8/1/22 through 8/31/22 in the amount of \$47,337.36.

- II. Merrill Walker moved to approve payment of RSCI Pay Application No. 16 in the amount of \$47,337.36. Stuart Deans seconded the motion. Motion carried.

4. Change Order No. 6 to the 2020 Water Treatment Plant Upgrade Project

Change order No. 6 states “Contractor shall elevate the V960 backflow preventer as shown on M-2 for a total cost of \$9,319.55, and two-days of contract time.

- III. Merrill Walker moved to approve Change Order No. 6 for backwash of filters in the amount of \$9,319.55, and two day contract time. Stuart Deans seconded the motion. Motion carried.

5. Approval of exterior water treatment plant color

Four pictures were presented as possible colors for the water treatment plant exterior, consisting of grey and brown combination and grey and brown solid colors. After discussion the Board decide on the solid brown color.

- IV. Stuart Deans moved to choose the solid brown color for the exterior of the plant. Merrill Walker seconded the motion. Motion carried.

6. Discussion and possible motion regarding annual wage increases and update to District wages and position classifications

It was decided to table the wage discussions to the next meeting to allow Manager Ariztia to investigate further wage comparisons from other agencies.

Old Business

- 7. None.

Financial Reports

- 8. Balance Sheets, P&L Budget Comparison, Yellowstone County Trial Balance Summary

Financial Reports attached to the minutes consist of the following reports for August, 2022: Trial Balance – On Demand Report covering 7/1/2022 through 7/31/2022.

Water Fund: Claim details; Trial Balance with Revenue and Expenditures; Statement of Revenue Budget vs. Actuals; Statement of Expenditures – Budget vs. Actual Report.

Sewer Fund: Trial Balance with Revenue and Expenditures; Statement of Revenue Budget v. Actuals; Statement of Expenditures – Budget vs. Actual Report.

Approval of Bills due for Signature

- V. Merrill Walker moved to approve payment of the bills due for signature. Stuart Deans seconded the motion. Motion carried.

Other Business

President Peters requested that Marcella and Cyrus Murfitt be allowed to ask any questions they might have regarding the sewer.

Marcella Murfitt asked if the sewer would be placed to the back of their property. Manager Ariztia responded that the engineers were doing design at this time, and as part of design they will look at what options there are in the Tillamack, Wasco area. The Murfitts are using the back of their property as an alleyway.

Cyrus Murfitt advised the alleyway was between Tillamack and Wasco. It comes down and stops at the ditch because Glentana pushed their trailer houses back too far and they were in the right of way or easement there. Stuart offered that the trailers were in an easement or right of way that should be an alley.

Manager Ariztia advised that's one of the discussions they have had is where Glentana is going to put their service, whether they will have a service off of Old Hardin Road and they'll just have to make it work, or they're going to get a service there on the back side. Manager Ariztia will probably have a conversation with the owners of Glentana to find out what would be the best for everybody. It will be looked at during design.

Marcella asked if they go down the middle of the road, where are they going to put manholes because Tigard goes into Wasco right in front of their house so is there going to be a manhole there or is it going to be at the dead end street. Manager Ariztia advised there will always be a manhole where two lines intersect.

10. Water Treatment Plant Expansion Update

Jill Cook reported that RSCI has been working on roofing and sealing. They are still doing crack repair on some of the concrete. On the schedule LWSD just received today, RSCI is showing completion by the end of November, and that does not take into account some of the items that had the long lead time that they thought might cause a stop work and come back. There are no major issues right now, it's just going along slowly.

Manager Ariztia reported they have the trusses and the wood and the barrier up on the new section. They stripped the old section, and did the repairs to the one truss that was rotting. The roofers are starting to roof.

MANAGER'S REPORT

11. Pumping Record Water

August, 2021	46,408,600
August, 2022	52,952,900

Wastewater Record

July, 2021	5,340,720
July, 2022	5,757,000

Exxon Wastewater

July, 2021	44,239,712
July, 2022	58,104,000

Manager Ariztia reported that he and Jill Cook and Stephanie Seymanski of MMI, have scheduled a meeting with the Montana Department of Transportation to go over some of the Johnson Lane Interchange work that's going to be done there, and ask questions as far as timelines, requirements, bidding, so Jill and Stephanie can put together a good scope of work on what it's going to cost to do the engineering on that project. LWSD's match is 25%. It will not affect the sewer but there is a good portion of the Johnson Lane Interchange that will require lowering the water main.

The paperwork has been submitted to FEMA regarding the expenses incurred because of the flood damage. Reimbursement will be sent to the state, and distributed to LWSD through the state.

Manager Ariztia reported that he was notified today that somebody committed bank fraud on the District by creating counterfeit checks written to different individuals. Both checks were cashed in Texas. A restriction has been put on LWSD's bank operating account. The bank and law enforcement are investigating the matter and the stolen money was reimbursed by the bank.

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 p.m.



ATTEST



ATTEST