

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

October 12, 2022

Call to Order

The regular meeting of the Lockwood Water and Sewer Board of Directors was held on October 12, 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.

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

Public Comment

I. 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. **September 14, 2022.**

The September 2022 minutes were not available due to the inability of the recorder/transcriptionist to finish the minutes.

New Business

3. **Approval of Pay Application No. 17 to Record Steel and Construction, Inc. (RSCI), for the 2020 Water Treatment Plant Upgrade Project.**

RSCI presented Pay Application No. 17 covering services from 9/1/2022 through 9/30/2022 in the amount of \$606,734.55.

I. Merrill Walker moved to approve payment of RSCI Pay Application No. 17 in the amount of \$606,734.55. Scot Bowen seconded the motion. Motion carried.

4. Change Order No. 7 to the 2020 Water Treatment Plant Upgrade Project.

Change Order No. 7 encompassed repairs to the existing roof trusses and sheathing, addressed the elevation discrepancy between the existing roof building and the new trusses, and provided third-party masonry testing that was originally specified to be provided by the owner. This work has been completed. Amount of Change Order 7, \$10,230.77.

- II. Stuart Deans moved to approve Change Order No. 7 in the amount of \$10,230.77. Scot Bowen seconded the motion. Motion carried.

5. Discussion and Possible motion to revise District wage and position classifications.

Manager Ariztia presented a wage scale comparison with other entities in the state in an attempt to bring LWSD into line with the current state wage rates for water system employees. He advised that his figures could be fine-tuned, and would not have to be decided tonight. These comparisons do not impact District employee wages at this time. The Board decided to table this item for further review.

6. Discussion and possible motion regarding annual wage increases for fiscal year 2023.

This also was tabled as it is used in conjunction with the Board decision in No. 5.

Old Business

7. None.

Financial Reports

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

Financial Reports attached to the minutes consist of the following reports for September, 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

9.

III. Stuart Deans moved to approve payment of the bills due for Signature. Merrill Walker seconded the motion. Motion Carried.

Other Business

10. Water Treatment Plant Expansion Update

Manager Ariztia reported the expansion is progressing. Most of the roof is complete. However, it appears when they did the coating on the block on the new building, there was a significant amount of overspray that got onto the new roof. Manager Ariztia will bring the matter up tomorrow at the construction meeting.

The leaks in the filter basins and the clarifiers have been taken care of. They are now working on the void wall between the clarifier and the filter.

Manager’s Report

11. Pumping Record

Water:	September, 2021	37,428,100
	September, 2022	42,193,900
Wastewater:	August, 2021	5,674,000
	August, 2022	5,974,000
Exxon		
Wastewater:	August, 2021	48,250,000
	August, 2022	74,376,000

Manager Ariztia reported there was a mainline leak in the Dickie Road, Coulson Road area, and they have a contractor scheduled to work on that starting October 13.

All of the flood paperwork has been submitted to FEMA. There is a portion where the District can try to recoup some “manager costs”, which is the time Manager Ariztia spent dealing with FEMA and dealing with the flood. The money will be sent to the state, and the state will reimburse the District.

There will be an irrigation meeting on Wednesday regarding what LWSD intends to propose to the Irrigation District regarding water rights negotiations, and to ascertain if the

Irrigation District is interested in moving forward with LWSD's proposal.

At the next Board meeting there will be presented for approval an amendment to the engineering agreement and a Task Order similar to the situation arising from the broken mainline on Rosebud. Going through some significant research and time, it was found that we have another situation where the District has an easement through private property. There are two parcels of property, and an easement was granted on the parcel between the two. The two properties combine, so there's a service line, but the service line runs from Rosebud all the way under Highway 87 to the opposite side of the road.

The easement potentially runs under a garage, and the party whose property is now closest to Highway 87 is planning on building a new commercial building and parking lot. Manager Ariztia has had conversations with LWSD's legal counsel and both property owners. The plan is to move the easement to the far side of both properties from Rosebud up, and then putting in a short section of mainline and tapping the services. For now, the one service will still go under Highway 87. That cannot be stopped because they have water currently. The District will run a main through there, with an easement on the far side of each property which doesn't impede either of the owners.

A hydrant will probably be installed at that point, and then the service for the new commercial building will be run off of that along with the existing service under Highway 87. The District will have to do surveying, create new easements, and then design will have to be done for a small section of watermain.

The on-call budget is in place to take care of ancillary items that arise through the year. For example, there have been issues with the mid-zone reservoir at the top of Trailmaster that is set for development at some time in the future, and the items that have come up with the Johnson Lane Interchange and MDT and having to relocate watermains. MMI is having to examine drawings and potential changes and also to meet with MDT. Eventually there's going to be a Task Order to do the redesign to incorporate into MDT's project. The way it is now, MDT is to pay 75% of the costs to relocate our facilities for their project, but they will not cover any engineering costs at this time. Once the District finds out what has to be relocated, then there will have to be a task order to do the design to relocate.

The water rights work with the Irrigation District will come out of the on-call budget also because it is all water related, so an increase in the on-call budget may be warranted for these necessary items.

Jill Cook advised that the next step in the sewer is design. For topo in a lot of the areas, MMI is using arial lidar. There are places where tree cover is too thick so manual pickups have to be done by MMI surveyors for the utilities. As they start getting the survey data in and the background data from the survey department, the design process will begin.

Adjournment

- IV. Stuart Deans moved to adjourn. Carlotta Hecker seconded the motion. Motion carried.

There being no further business to come before the Board, the meeting was adjourned at 8:30 p.m.

Carlotta Hecker

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