

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

October 11, 2023

Call to Order:

The regular meeting of the Lockwood Water and Sewer Board of Directors was held on October 11, 2023. 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, Carlotta Hecker, Stuart Deans and Scot Bowen. Also present was Manager Mike Ariztia, Assistant Manager Tony Reed, and Jill Cook, Engineer, Morrison-Maierle, Inc.

Guests present were Lockwood residents Brent Kober, 45 Hemlock Drive, and Tim Sather, 2224 Highway 87 East.

Public Comment:

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

There were no comments made.

Approval of Minutes:

2. September 13, 2023.

Page 3: Bottom paragraph second sentence should read: There is still change order work that will have to happen **at** the end of the October, November time frame.”

- I. Carlotta Hecker moved to approve the minutes of the September 13, 2023 meeting with the correction as noted above. Stuart Deans seconded the motion. Motion carried.

3. **Discussion and approval of Amendment No. 1 to Task Order No. 20 of the Water Master Agreement relating to increased costs for the Johnson Lane Utility Modifications**

Manager Ariztia advised this amendment is related to the work that the District is having to accomplish due to the MDT/Johnson Lane Interchange project. As part of the project, the District has existing facilities within the Old Hardin Road at the Johnson

Lane Interchange, and then also on the North Frontage Road and Johnson Lane. Because of the project, and mainly because of the construction of storm drain facilities, the District is having to lower or relocate some of its facilities to accommodate the improvements MDT is doing in that area.

There is a split in costs related to the MDT project, MDT paying 75% and LWSD paying 25%, except for engineering. MDT does not cover any costs for engineering. Engineering for the project is paid by LWSD. Total increased items total \$155,900.00; decreased items total \$19,900.00, resulting in total modifications and additional services for Amendment No. 1 in the amount of \$136,000.00.

- II. Scot Bowen moved to approve Amendment No. 1 to Task Order No. 20 in the amount of \$136,000.00. Carlotta Hecker seconded the motion. Motion carried.

Copy of Amendment No. 1 to Task Order 20 attached to minutes

4. Approval of Change Order No. 11 to the 2020 Water Treatment Plant Upgrade Project

Change Order No. 11 to the 2020 Water Treatment Plant Upgrade Project was presented for approval. Change Order No. 11 covers installation by the contractor and integration of six new valves and actuators to replace the FE, FTW, and BWS Valves on Filters 1 and 2, install new flowmeters per PCO 541-013, Upsize chlorine line per PCO 541-034; install new sludge orifice plates per RFI #153, install four steel brackets for the BWS piping per RFI #92.

Total amount of Change Order No. 11 is \$232,746.14.

- III. Stuart Deans move to approve Change Order No. 11 to the 2020 Water Treatment Plant Upgrade Project in the amount of \$232,746.14. Scot Bowen seconded the motion. Motion carried.

Copy of Change Order No. 11 attached to minutes

Old Business:

- 5. None.

Financial Reports:

- 6. **Balance Sheets, P&L Budget Comparison. (Yellowstone County Trial Balance Summary not available.)**

Attached Financial Reports consist of the following designations for the Water and Sewer funds for September, 2023: Yellowstone County Trial Balance report, September, 2023; Claim Details; Trial Balance with Revenue and Expenditures; Statement of Revenue Budget vs. Actual; Statement of Expenditures – Budget vs. Actual Report.

Approval of Bills Due for Signature

7. IV. Stuart Deans moved to approve payment of the bills due for signature as set forth on the Water and Sewer Fund Claim Details. Carlotta Hecker seconded the motion. Motion carried.

Other Business:

8. Water Treatment Plant Expansion Update

All the siding has been installed on the building. RSCI has been working on the punch list items that were identified during the substantial completion walkthrough. They are now working on grading and landscaping. The valve replacements set out on Change Order No. 11 to the Treatment Plant Improvement Project is anticipated to begin the end of October or the beginning of November.

Phase 3 Sewer Update

The 30% plans were completed which addressed the general alignment of the line. Morrison-Maierle is going forward with the actual design of the system as far as depth and grades and locations. The largest item being worked on currently is easements. Some owners are agreeable to issuing an easement and a few have said no. Several easements are required in order to obtain the alignments the District wants. Alternatives are being looked into.

Board Vacancy

The vacancy would cover the remainder of Merrill Walker's. Lockwood resident Brent Kober submitted a letter of interest to serve on the Board. Lockwood resident Tim Sather has also expressed interest in the position. Both gentlemen are present at this meeting.

Mr. Kober stated the letter was a brief background of his experience. He is interested in the Board, and is a resident of Lockwood.

Stuart Deans' term expires in November, 2023. Stuart is no longer eligible to serve on the Board, as he sold his property within the District boundary, resulting in another vacancy in November.

Because Merrill held the position of Vice President on the Board, it will also be necessary to determine who the Board wants to serve as Vice President.

After discussion, it was decided to fill the vacancy at the next Board meeting in November to allow for additional interested parties to apply.

Manager's Report:

9. Pumping Record

Water:	Sept., 2022	42,193,900	Sept., 2023	40,154,600
Wastewater:	August, 2022	5,974,000	August, 2023	5,161,000
Par Montana				
Wastewater	August, 2022	74,376,000	August, 2023	52,131,000

Manager Ariztia advised there was a telephone conference held with the funding agencies to go over the Phase III Sewer Project and the funding packages. Loan forgiveness could possibly be \$750,000.00 in addition to \$2 million in ARPA funding. There may also be potential for additional grant money.

Manager Ariztia is looking into the potential for a lead treatment plant operator position. With the expansion and doubling of the treatment plant and the new requirements of record keeping, it would be beneficial to have someone designated in charge at the plant. Manager Ariztia is hoping to create a job description with the duties and responsibilities outlined.

Adjournment:

- V. Carlotta Hecker 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 8:30 p.m.


ATTEST


ATTEST