

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

February 14, 2024

Call to Order:

The regular meeting of the Lockwood Water and Sewer Board of Directors was held on February 14, 2024. 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, Scot Bowen and Brent Kober. Manager Mike Ariztia, Assistant Manager Tony Reed, Jill Cook, Engineer, Morrison-Maierle, Inc., and Michael Marino, *Yellowstone County News*, were also present.

Public Comment:

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

No comments were made.

Approval of Minutes:

2. **January 10, 2024.**

Page 2, under Water Treatment Plant Expansion Update, third sentence change to read: “. . . landscaping and irrigation delayed **until spring of 2024**”.

Page 3, first paragraph, change to read: **“Financial Reports consist of November 2023 and December 2023 figures due to the fact no meeting was held in December, 2023.”**

- I. Carlotta Hecker moved to approve the minutes of the January 10, 2024, meeting, as corrected. Brent Kober seconded the motion. Motion carried.

New Business

3. **Approval of Pay Application No. 21 to Record Steel and Construction, Inc. (RSCI) for the 2020 Water Treatment Plant Upgrade Project**

RSCI presented Pay Application No. 21 in the amount of \$469,570.89 for payment. This is not the final payment. There is still the matter of landscaping and two or three change orders that are outstanding.

- II. Scot Bowen moved to approve payment of RSCI Pay Application No. 21 in the amount of \$469,570.89. Carlotta Hecker seconded the motion. Motion carried.

4. Approval of 2024-2025 Health Insurance renewal.

The renewal was agreed to by the Board members and constitutes a 7% increase in the 2024-2025 premium. The benefits in the policy remain the same.

- III. Scot Bowen moved to approve renewal of the LWSD Health Insurance policy presently in effect. Brent Kober seconded the motion. Motion carried.

5. Approval to attend Montana Rural Water System 2024 Conference

The 2024 Montana Rural Water System Conference will be held in Great Falls, Montana on March 20, 21 and 22. Manager Ariztia recommended that he and two staff members attend. Board members can attend if they wish to.

- IV. Scot Bowen moved to approve attendance at the Montana Rural Water System 2024 Conference on March 20, 21 and 22, by Manager Ariztia, two staff members, and any Board member who wishes to attend. Carlotta Hecker seconded the motion. Motion carried.

6. Water Treatment Plant Expansion Update

Manager Ariztia reported the major work has been completed. The contractor is presently working on the punch list. The items of landscaping and the irrigation system have been delayed until the spring of 2024.

7. Phase 3 Sewer Project Update

Manager Ariztia reported they are moving forward with the final design, which is approximately 80% completed. There are still areas that require negotiation with regard to obtaining easements.

Financial Reports:

8. Balance Sheets, P&L Budget Comparison

Yellowstone County Trial Balance, On Demand Report 1/1/2024 through 1/31/2024, ending balance \$7,350.05.

Water - January: Claim Details (Overspent Expenditures); Trial Balance with Revenue and Expenditures; Statement of Revenue Budget vs. Actuals; Budget vs. Actual Report for Org's Report.

Sewer – January: Claim Details (Overspent Expenditures); Trial Balance with Revenues and Expenditures; Statement of Revenue Budget vs. Actuals; Budget v. Actual for Org's Report;

Approval of Bills Due for Signature

- 9. V. Carlotta Hecker moved to approve payment of the bills as set forth on the Water and Sewer Fund Claim Details. Brent Kober seconded the motion. Motion carried.

Other Business:

None.

Manager's Report:

10. Pumping Record

Water:	January, 2023	26,263,000	January, 2024	28,506,000
Wastewater	December, 2022	4,677,000	December 2023	4,257,000
Par Montana	December, 2022	37,014,000	December, 2023	60,941,000

Manager Ariztia reported that Morrison-Maierle prepared a memo regarding Par Montana's request for additional water and the District's current status regarding availability of water. MMI's calculations were based on 100 GPM during the summer and 250 during the winter. Future research will be conducted.

With regard to the incorrect screen problem in the river, all the parties, LWSD, Western Municipal, Morrison-Maierle and the screen manufacturer have agreed to participate in replacing the screens. The screen manufacturer has agreed to provide the screens and shipping at no cost. In return, LWSD is to provide a release of future liability to the manufacturer.

Manager Ariztia has been working with MDT to finalize the plans between Lockwood, MDT and the TEDD as far as how the split is going to happen between the three entities. It is near completion.

Lockwood is partnering with the TEDD on the water/sewer work that is connected with boring under the interstate. The Holiday Inn on the north Frontage Road has applied for funding through an EDA grant. The EDA advised Manager Ariztia that EDA is a federal grant, and because the infrastructure is not in place, eventually it would become the property of Lockwood Water & Sewer District. Therefore, LWSD needs to be a co-applicant with Yellowstone County for this project. Manager Ariztia will be looking into any impact, financial or otherwise, a co-applicant status may have on LWSD.

Adjournment:

- VI. Scot Bowen moved to adjourn. Brent Kober seconded the Motion. Motion carried.

There being no further business to come before the Board, the meeting was adjourned at 8:00 p.m.


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