

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

**January 8, 2025**

**Call to Order:**

The monthly meeting of the Lockwood Water Sewer Board of Directors was held on January 8, 2025. 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, Scott Bowen, Brent Kober and Gary Forrester. Also present was LWSD Manager Mike Ariztia, Assistant Manager Tony Reed, and Jill Cook of Morrison-Maierle, Inc.

**Public Comment:**

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

There were no comments.

**Approval of Minutes:**

- 2. December 11, 2024**

The minutes of the December 11, 2024 meeting were presented for review and approval.

- I. Gary Forrester moved to approve the December 11, 2024 minutes as written. Brent Kober seconded the motion. Motion carried.

**New Business:**

- 3. Approval of the 2025 Board Meeting Schedule:**

Manager Ariztia presented the 2025 LWSD Board Meeting Schedule for review and approval of the Board.

- II. Carlotta Hecker moved to approve the Board Meeting Schedule for 2025. Brent Kober seconded the motion. Motion carried.

- 4. Appointment of Officers:**

At the beginning of a new year, the Board is asked to either affirm or change the existing Board officers. The Board decided by unanimous vote to retain the officers in the positions they currently hold; President Carl Peters, Vice President Brent Kober, and Secretary/Treasurer Carlotta Hecker.

- III. Scot Bowen moved to retain the Board officers in their present positions; namely, President Carl Peters, Vice President Brent Kober, and Secretary/Treasurer Carlotta Hecker. Gary Forrester seconded the motion. Motion carried.

**5. Approval of proposal from Dan Semmens of Dorsey Law Firm to serve as bond counsel for the Phase 3 Water Project.**

By letter dated January 2, 2025, Dan Semmens of the Dorsey Law Firm expressed an interest to act as bond counsel for the District in the matter of the Water System Revenue Bonds (DNRC) Drinking Water State Revolving Fund Loan Program). The letter outlined the services Dorsey would perform, with its fee to range from \$30,000 to \$35,000, plus out-of-pocket expenses incurred.

Upon review and discussion, the Board voted to accept the Dorsey firm and Mr. Semmens to serve as bond counsel for the Phase 3 Water Project.

- IV. Carlotta Hecker moved to accept Mr. Semmens' offer to serve as bond counsel for the Phase 3 Water Project and accept the \$30,000 to \$35,000 fee proposal plus out-of-pocket expenses. Scot Bowen seconded the motion. Motion carried.

**6. Approval of Amendment No. 1 to the Lockwood Phase 3 Sewer Subdistrict Project agreement for engineering design and bidding service.**

Amendment No. 1 to the Lockwood Phase 3 Sewer Subdistrict is a modification of the original agreement between LWSD and Morrison-Maierle dated September 22, 2022. Amendment No. 1 encompasses additional services to be performed by the engineer, payment to the engineer, and time for rendering services. Additional cost to the District is \$64,300.00 for a total agreement amount of \$1,804,336.00. The original timeline covered bidding of the project in the first quarter of 2024. The time for rendering services is modified to provide for bidding in the first quarter of 2025.

- V. Scot Bowen moved to approve Amendment No. 1 to the Lockwood Phase 3 Sewer Subdistrict Project Agreement with Morrison-Maierle, Inc., for an additional cost of \$64,300.00. Gary Forrester seconded the motion. Motion carried.

**7. Ordinance No. 2025-1 covering the petition for inclusion into Water District No. 1 from Michael D. Pearce at 3935 Trailmaster Drive (Emerald Hills Westgate Sub 2<sup>nd</sup>, S29, T01 N, R27 E, Block 4, Lot 16) Tax Code C07339**

Ordinance No. 2025-1 was adopted at the December 11, 2024 Board meeting. This is the Official Ordinance 2025-1.

- VI. Scot Bowen moved to verify the official adoption of Ordinance No. 2025-1. Brent Kober seconded the motion. Motion carried.

**8. Approval to attend Montana Rural Water Systems 2025 Conference.**

The Montana Rural Water System 2025 Conference will be held at the Heritage Inn Hotel & Convention Center in Great Falls, Montana on March 12 through 14, 2025. District attendance usually consists of two staff members, Manager Ariztia and any Board members who may want to attend.

- VII. Brent Kober moved to approve attendance of staff and Board members at the 2025 Rural Water Conference in Great Falls, March 12 through 14. Scot Bowen seconded the motion. Motion carried.

**Old Business:**

**9. MDT Johnson Lane Project Update**

Manager Ariztia advised they are waiting for the final contract documents to come in. If the contractor starts in February, it will have 100 days to completion, which would be in June. The contract calls for completion by June 30, 2025.

**10. Phase 3 Sewer Project Update**

There are two easements to be finalized and signed, and a Certificate of Survey is being completed.

**11. Financial Reports**

**Balance Sheets, P&L Budget Comparison, Yellowstone County Summary**

**12. Approval of Bills due for Signature**

- VIII. Brent Kober moved to pay the bills due for signature. Scot Bowen seconded the motion. Motion carried.

**Manager's Report:**

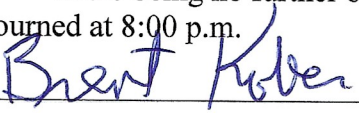
**Pumping Record**

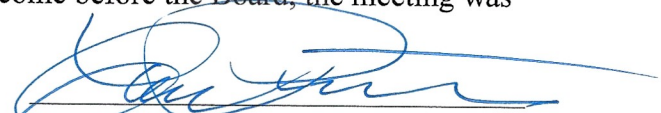
Water: December, 2023	20,556,241	December, 2024	29,998,130
Wastewater: Nov., 2023	4,074,000	November, 2024	4,388,000
PAR MT: Nov. '23	53,793,000	November, 2024	42,764,000

**Adjournment:**

- IX. Scot Bowen 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 8:00 p.m.

  
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ATTEST

  
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