

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

**November 12, 2025**

**Call to Order:**

The regular monthly meeting of the Lockwood Water and Sewer Board of Directors was held on November 12, 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, Brent Kober, and Scot Bowen. Board member Gary Forrester was absent. Also, present was LWSD Manager Mike Ariztia, Assistant Manager Tony Reed, and Engineer Stephanie Seymanski 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 public comments.

**Approval of Minutes:**

2. **October 8, 2025**

The minutes of the October 8, 2025 Board meeting were presented for review and approval. The following additions and corrections were made by Manager Ariztia.

Section 4, last sentence: "The award is contingent upon an approved certificate of survey and funding agency approval."

Section 4, Motion III: Brent Kober moved to award the entire Mid-Zone Water Storage project to Western Municipal Construction, LLC, in the total base amount of \$3,463,067, contingent upon funding agency approval."

Section 5, Paragraph 1: "Task Order No. 2 was specific to engineering design and bidding services."

Section 5, Paragraph 2: "Amendment No. 2 to the Agreement is to modify the services of Engineer, to include construction and post construction phase services."

Section 8, Motion VI: “Yellowstone County’s contribution to be made in two payments totaling \$2,251,506 each.”

Section 6, Motion V: “Scot Bowen, moved to approve the District’s agreement with Raftelis for an “update to the” 2021 rate study “that will” cover a “five-year” study period.”

- I        Scot Bowen moved to approve the October 8, 2025 Board minutes with the corrections and additions as noted above. Brent Kober seconded the motion. Motion carried.

**New Business:**

**3.        Approval of Pay Application No. 1 to Askin Construction for the Phase 3 Sewer Project.**

Askin Construction presented Pay Application No. 1 covering construction October 1, 2025 through October 31, 2025, for the Phase 3 Sewer Subdistrict project in the amount of \$616,871.74. Primarily, most of the charges were for bonds and insurance. Also, some utility relocations that are being done by private utilities but are part of Askin’s contract.

- II.       Scot Bowen moved to approve Askin Construction Pay Application No. 1 for the Phase 3 Sewer Subdistrict Project in the amount of \$616,871.74; \$6,168.72 to the State of Montana; total to contractor \$610,703.02. Carlotta Hecker seconded the motion. Motion carried.

**Old Business**

**4.        Phase 3 Sewer Project Update**

The first construction meeting with the contractor was held November 12, 2025. Tentatively, they plan on starting construction November 24. Due to the fact asphalt plants are closed in the winter, they want to start as soon as possible because they do not want to tear up streets and not be able to pave them over. Their intent is to start construction in unimproved areas, which means alleyways and easements. Postcards will be sent out to the public to let them know when the construction has started and to advise on traffic matters, et cetera.

**Mid-Zone Tank Update**

Approval is conditional upon funding agency approval. Today was the approval and recording of the certificate of survey splitting tank property off of the main property. That property now officially belongs to the District.

**Financial Reports:**

**5. Balance Sheets, P&L budget comparison, Yellowstone County Trial Balance Summary**

The Board discussed balance sheets, questions on invoices, P&L Budget Comparison, and Yellowstone County Trial Balance Summary.

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

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

**Other Business:** None.

**Manager's Report:**

6. Pumping Record Water	October, 2024	44,757,768	October, 2025	45,211,429
Wastewater Record	Sept., 2024	5,829,000	Sept., 2025	6,324,200
Par MT Wastewater	Sept., 2024	47,003,000	Sept., 2025	2,229,200

A meeting with contractors was scheduled for next week for the emergent contaminants program to help property owners connecting to the sewer system. Contractors will be advised of the requirements if they want to be included in the program. After that meeting, a meeting will be set up separately for property owners at a location to be decided on.

**Adjournment:**

IV. Carlotta Hecker 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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