

Gallatin Gateway County Water & Sewer District

PUBLIC MEETING

Date: April 5, 2010

Time: 6:30PM

Place: Gallatin Gateway Fire Station, 320 Webb St., Gallatin Gateway, MT

For: Regular Meeting of the Board of Directors

AGENDA

I. Call To Order

- A. Call To Order (Adams)
- B. Public Participation on Non-Agenda Items¹ (Adams)

II. Approval of Minutes

- A. Approval of Meeting Minutes for March 1, 2010 (Adams)
- B. Approval of Meeting Minutes for March 22, 2010 (Adams)

III. Reports of Officers, Standing Committees, and Special Committees

- A. Report of General Manager & Report of Financial Condition (Adams)

IV. Unfinished Business and General Orders

- A. Re-Cap of March 22 Meeting (Adams)
- B. Annexation Update and First Reading of Ordinance 2010-02 Annexing Three Parcels (Swimley)
- C. Report from Great West Engineering on Status of Preliminary Engineering Review (Guest)
- D. Discussion of Grant Administration and Resolutions Accepting PER and Authorizing Grant Applications (Guest)
- E. Discussion on Status of Income Survey (Guest)

V. New Business

- A. Any New Business Which May Come Properly to the Board (Adams)

VI. Adjourn

¹ The opportunity for members of the public to comment on District matters which are not on the agenda. Time limits may be imposed at the discretion of the President.

Gallatin Gateway County Water & Sewer District

MINUTES OF THE

BOARD OF DIRECTORS

A regular meeting of the Board of Directors of the Gallatin Gateway County Water & Sewer District was held in the boardroom of the Gallatin Gateway Fire Station on April 5, 2010. Present at the meeting were board members Merle Adams, Ted Border, David Sullivan, Charlie White and Earl Wortman. Matt Donnelly was also present. Attorney Susan Swimley was not present.

The meeting was called to order at 6:30 p.m. by President Adams. Mr. Donnelly recorded the minutes of the meeting.

As the first order of business, President Adams asked for public comment. Seeing none, President Adams proceeded to approval of the minutes from March 1. After confirming that all directors had a copy of the March 1 minutes, President Adams asked whether there were any corrections. Seeing none, Director Border moved to approve the minutes and Director White seconded. The minutes were approved by unanimous vote of the Board.

President Adams then proceeded to approval of the minutes from the special meeting on March 22. After confirming that all directors had a copy of the March 22 minutes, President Adams asked whether there were any corrections. Seeing none, Director White moved to approve the minutes and Director Sullivan seconded. The minutes were approved by unanimous vote of the Board.

Mr. Donnelly then gave the General Manager's and Treasurer's report. He reported that the primary activities for the coming month will be completing the income survey and completing the TSEP and DNRC grant applications.

President Adams then moved to the next item on the agenda and opened a discussion of the outcomes of the March 22 special meeting. The discussion was generally positive. The Board and Rich Fillbach from Great West Engineering concluded that with this special meeting and with all of the prior efforts to engage the public, the public participation requirement for state and federal grant agencies had been fulfilled.

President Adams then moved to the next agenda item—petitions for annexation. President Adams announced that the 30 day protest period for the Kurland/Border/Tate/Griffith annexations had elapsed. Mr. Donnelly read Ordinance 10-01 annexing the said properties into the record. Mr. Donnelly then announced that the District had received another petition for annexation. He then read the petition and proposed Ordinance annexing the Hargrove property into

the District. Director White moved, and Director Sullivan seconded, a motion to approve the first reading of proposed Ordinance 10-02 to annex the aforementioned properties. The motion passed unanimously. The second reading of Ordinance 10-02 was scheduled for May 3.

Next on the agenda was a report and working session with Great West Engineering on the status of the Preliminary Engineering Review. After general discussion and a review of changes and corrections from the draft PER, Great West informed the Board that the final PER was complete and ready for delivery to the Board. When the Board indicated they were ready to accept the final PER, Mr. Donnelly read Resolution 10-01 as follows:

WHEREAS, Great West Engineering did submit a detailed Preliminary Engineering Report to the Gallatin Gateway County Water and Sewer District describing the condition and performance of its existing collection and treatment system; developed, evaluated, and recommended preferred alternatives for improvements, and

WHEREAS, the Gallatin Gateway County Water and Sewer District did meet with Great West Engineering to review and approve said Preliminary Engineering Report; and

WHEREAS, the Gallatin Gateway County Water and Sewer District had conducted a public hearing and Great West Engineering has incorporated information from the hearing in the Preliminary Engineering Report.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

The Gallatin Gateway County Water and Sewer District's Board of Directors has reviewed the Preliminary Engineering Report (PER) and submitted change requests necessary to effectuate the acceptance of the Plan and hereby declares the PER acceptable to the Gallatin Gateway County Water and Sewer District.

The Gallatin Gateway County Water and Sewer District hereby authorizes the District Board Members of the Gallatin Gateway County Water and Sewer District to execute and attest any documents required to accept the PER and effectuate its submission to the necessary governing agencies.

Director Sullivan moved, and Director White seconded, a motion to adopt Resolution 10-01 as read. The motion passed unanimously.

Director White then moved, and Director Wortman seconded, to adopt resolution 10-02 authorizing the President to submit a grant application to the Treasure State Endowment Program. The text of the resolution follows:

WHEREAS, the Gallatin Gateway County Water and Sewer District is applying to the Montana Department of Commerce for financial assistance from the Treasure State Endowment Program

(TSEP) to make improvements to the community's wastewater system;

WHEREAS, the Gallatin Gateway County Water and Sewer District has the legal jurisdiction and authority to construct, finance, operate, and maintain its wastewater collection and treatment systems;

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

That the Gallatin Gateway County Water and Sewer District agrees to comply with all State laws and regulations and the requirements described in the TSEP Application Guidelines and those that will be described in the TSEP Project Administration Manual;

That the Gallatin Gateway County Water and Sewer District commits to provide the amount of matching funds as proposed in the TSEP application; and

That Merle Adams, President, is authorized to submit this application to the Montana Department of Commerce, on behalf of the Gallatin Gateway County Water and Sewer District, to act on its behalf and to provide such additional information as may be required.

The motion passed unanimously and Resolution 10-02 was adopted.

The Board then discussed grant administration. It was suggested that grant administration will be nearly a full-time job throughout the period of construction of the sewer infrastructure if the grant applications are successful. Therefore it was generally agreed that it would be best to hire an outside contractor to administer the grants when the appropriate time comes.

President Adams then moved the the next item on the agenda—the status of the income survey. The Board agreed that Mr. Donnelly should communicate with Sandy Kust to determine the status and to devise an action plan to get the survey completed.

The meeting then turned to new business. Pete Stein commented that the alleyway near the school is abandoned and that it might be difficult to get pipe in there. A general discussion of the need to start getting easements for sewer pipe followed. President Adams then noted that the Gateway Days community event was supposed to be held on July 24 and that no one was organizing. Mr. Donnelly volunteered to call Michelle McReynolds to find out what is happening.

President Adams announced that the next regular meeting will be held on May 3. Director Sullivan moved to adjourn and Director Border seconded. After unanimous vote the meeting was adjourned at 7:51 p.m.

Secretary