

Gallatin Gateway County Water & Sewer District

PUBLIC MEETING

Date: November 2, 2009

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 September 14, 2009 (Donnelly)

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

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

IV. Unfinished Business and General Orders

- A. Report from Great West Engineering on Status of Preliminary Engineering Review (Guest)
- B. 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 November 2, 2009. Present at the meeting were board members Merle Adams, Ted Border, David Sullivan and Earl Wortman. Director White was not present. Attorney Susan Swimley and general manager Matt Donnelly were present.

The meeting was called to order at 6:28 p.m. by President Adams. Matt Donnelly was asked to act as Secretary and record the minutes.

President Adams asked for public comment and, seeing none, moved to the approval of minutes. After confirming that all directors had a copy of the minutes of the last meeting, President Adams asked whether there were any corrections. Seeing no comments, Director Border then moved that the minutes be approved. Director Wortman seconded the motion, which was unanimously adopted.

Mr. Donnelly was then asked to give the report of the General Manager and Treasurer. Mr. Donnelly explained that there were no material changes to the operational or financial condition of the District since the last meeting. Mr. Donnelly noted that the Gateway Birthday Bash organization had donated another \$4850 in addition to their previous donation. The Board expressed their gratitude.

Ms. Swimley then led a discussion of annexation procedures. Ms. Swimley and the Board concluded that it would be beneficial for the District to proceed with annexation of contiguous properties so long as the petitioners sign an agreement stipulating that they understand they will not get service until the sewer project is complete. Ms. Swimley agreed to draft such an agreement. The Board indicated that they were willing to move forward with annexations using this procedure.

Ms. Swimley then gave a report on the status of the Four Corners County Water & Sewer District's efforts to purchase Utility Solutions. There is to be a hearing on November 11 after which Ms. Swimley felt that there would be more certainty as to the outcome of the proposed purchase.

Next on the agenda was a report from Great West Engineering on the status of the PER. Terry Threlkeld led a "kickoff" discussion that included scope and timing for the PER. Mr. Threlkeld presented the Board with a detailed

agenda for the kickoff discussion which is appended to the minutes. A discussion of scope ensued. The Board learned that grant writing is considered by GW to be outside of the scope of the PER. Grant writing refers to completing the full grant proposal package for each of the funding agencies. A major section of the full proposal is the PER, but there is also additional writing required. The Board decided to further investigate the issue. To complete his report, Mr. Threlkeld asked the Board to deliver an estimate of the expected growth rate of the District for use in the PER.

President Adams then turned the meeting to a discussion of the income survey. Callie Ronning from MAP attended the meeting and informed the Board that Sandy Kust's mother had passed away and she had been out of the office. The Board expressed their sincere condolences to Ms. Kust and her family. Ms. Ronning reported that the income survey had been approved by RD and by CDBG. Sandy will send the letters out as soon as the format has received final approval by the Board. Ms. Ronning indicated that there may be some door-to-door canvassing necessary in order to get the required return rates.

The meeting then turned to new business. Seeing none, the President announced that the next meeting will be held on December 7.

President Adams then asked if there was any additional new business. Seeing none, Director Sullivan moved to adjourn and Director Border seconded. After unanimous vote the meeting was adjourned at 8:20 p.m.

Secretary