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 at the Gallatin Gateway Fire Station, 320 Webb Street, Gallatin Gateway, MT, on 1/11/2023. Present at the meeting were board members Eric Amend, Ted Border, and Cary Fox. Staff present included GM Procunier and APE Representative Shannon Burdick. Members of the public included Marlene Sadaj and Ryan LaFoley.

President Border called the meeting to order at 6:30 p.m. Secretary Alison Curry recorded the minutes of the meeting.

PUBLIC PARTICIPATION OF NON-AGENDA ITEMS

President Border asked for public comment on non-agenda items. None to report.

CONFLICT OF INTEREST DISCLOSURE

President Border asked if there were any items of conflict of interest, or potential conflict of interest, to be raised. None were raised.

APPROVAL OF MINUTES

There was a consensus to approve December’s minutes at February’s meeting.

OLD BUSINESS

1. 475 GATEWAY ROAD SOUTH

There is nothing new to report at this time.

NEW BUSINESS

1. RESOLUTION FOR RATE INCREASE

GM Procunier noted there needs to be 10 day buffer from when rate increase is announced to when it can be approved, so this increase cannot be enacted until March. If approved, PEAK will dispatch notification of the 5% increase in February’s bill to become effective March 1st. Director Amend made a motion to increase the rate to the legal maximum of 5% annually, Director Fox seconded, and the motion passed unanimously. It is noted that the District has never increased their rates in 14 years, with current causation due to sticker shock of insurance, among other unforeseen expenses.

1. 401 MILL STREET PREDESIGN APPLICATION

GM Procunier notes this project has presented a complete and satisfactory application. The construction is to occur in two phases, described as Building A and Building B, respectively. The first phase will be comprised of residential units, with the second phase containing residential as well as commercial space. At this juncture, 401 Mill Street is pursuing VRUs for Phase 1 only, with the intention of applying for additional VRUs once Phase 2 has begun. Phase 1 would require a total of 7.52 VRUS for the residential building, which will have 11 units. There is a general discussion of where this project would tie into the District’s sewer line, with probable options mentioned in two locations. The capacity report is discussed at length; The board acknowledged that this project is first in line for VRUs but discussed the need to ensure sufficient capacity prior to approval.

Director Amend notes the possibility of seasonal employees/residents using up 5,000 gallon per day reserve during relevant parts of the year. Due to these concerns, Director Amend is reticent to approve a new project until there is certainty of sufficient capacity.

Ms Sadaj inquired about whether the District plans to obtain further capacity, there is a possibility that they will purchase more from the Four Corners expansion before that opportunity is obsolete.

GM Procunier will talk to Brad and see whether reservations can be made in order to purchase more VRUs from this expansion, with the idea that 401 Mill Street project may help fund this venture. Mr. LaFoley may pursue application of capacity for his entire project, instead of breaking it up into phases.

CAPACITY REPORT

If everyone were to use the 160 gallon per day that is allotted, the District would exceed capacity. Current average usage is approx. 88 gallons per day. There is also a 5,000 gallon per day buffer built in, which is not included in the numbers of the report.

The northern dorm of Gallatin Gateway Inn has come online, so there was a significant jump in flow from 13,000 average gallons per day last month to 19,000 currently; their will-serve is for 25 VRUs per dorm for a total of 50.

The District has already approved following projects with associated 60 (total) VRUs: Genesis Engineering 17 VRUs, Ecocamp 6.6 VRUs, Linda Cox 1 VRU, 77260 Gallatin Gateway Road 4.14 VRUs, Ronald Page 2 VRUs, Home Ec., INC (Gary Kirt) 6 VRUs, Lohss Construction 7 VRUs, Lutson, LLC 8.68 VRUs, Old Dance Hall, LLC 8 VRUs, 5 Rabel Lane 1.48 VRUs.

77260 Gateway lift station meter is still not functioning and they are difficult to get ahold of. They are paying, but PEAK is not sure how much capacity they are using. PEAK will plan to talk to 77260 in hopes to get direct answer for owner.

Director Amend also notes that there may need to be a placeholder for VRUs set aside for 475 Gateway Road South, in case Pfeil Acquisitions decides to make use of the District’s resources.

The Board takes all these locations into consideration when determining whether or not to approve the project at 401 Mill Street.

REPORT OF OFFICERS, STANDING COMMITTEES, AND SPECIAL COMMITTEES

General Manager Report

ECOCAMP

The repairs have been made to this location. There was a request to have each unit billed separately, but GM Procunier noted he would like to see the project completed first. Director Fox will communicate with Ed about billing.

Communication with MDT and Omdahl is in a holding pattern, the District is waiting to hear a response. President Border will chat with Maralee about Omdahl invoice and get back to the board.

The board elections will be added to the agenda for next month’s meeting.

Existing will Serve Agreements

N/A

Gateway Village Report

N/A

Mission Statement

GGWSD wants to sort out how to handle their future growth. The District owns a 5.5 acre lot with a disposal permit, the Board discussed the possibility of creating more capacity for Gateway by constructing a water treatment and sewer plant on this land. Director Fox would like to add this topic to the agenda for next month, with the hopes that members of public will attend and weigh in on potential expansion and the impact on current rates.

President Border then asked for unanimous consent to adjourn. Seeing no objection, the meeting was adjourned at 7:31 p.m.

 Alison W. Curry

 Secretary