

# **Gallatin Gateway County Water & Sewer District**

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## **PUBLIC MEETING**

**Date:** FEBRUARY 1, 2016

**Time:** 6:30PM

**Place:** Gallatin Gateway School, 100 Mill St., Gallatin Gateway, MT

**For:** Regular Meeting of the Board of Directors

## **AGENDA**

### **I.Public Participation on Non-Agenda Items<sup>1</sup>**

### **II.Approval of Minutes**

- A. Approval of Meeting Minutes for January 11, 2016

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

- A. General Manager Report, Treasurer Report, Approval of Expenditures
- B. Report of Engineer
  - i. Technical Status
  - ii. RUS Reports, Administration and Draw Requests
  - iii. TSEP Reports, Administration and Draw Requests
  - iv. CDBG Reports, Administration and Draw Requests
  - v. DNRC Reports, Administration and Draw Requests
  - vi. SEARCH Reports, Administration and Draw Requests

### **IV.General Orders**

- A. Discussion and Possible Decision on Interlocal Agreement with Four Corners Water and Sewer District

### **V.Adjourn**

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<sup>1</sup> 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.

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## 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 School, 100 Mill St., Gallatin Gateway, MT, on February 1, 2016. Present at the meeting were board members Merle Adams, Eric Amend, Ted Border (arrived 6:45), Ashley Kroon and David Sullivan. General Manager Matt Donnelly and Secretary Maralee Parsons Sullivan were also present. Kurt Thomson from Stahly Engineering was present. There were no public attendees.

Due to the late arrival of the District President, Vice President Amend called the meeting to order at 6:35 p.m. Secretary Maralee Parsons Sullivan recorded the minutes of the meeting.

#### PUBLIC PARTICIPATION OF NON-AGENDA ITEMS

VP Amend asked for public comment on non-agenda items. There were no non-agenda items raised.

#### APPROVAL OF MINUTES

After confirming that all directors had a draft copy of the January 11, 2016 meeting minutes, VP Amend asked whether there were any corrections. None were noted. Director Sullivan made the motion to approve the minutes as written, Director Kroon seconded the motion and the minutes were approved 4-0 (President Border absent).

#### REPORT OF OFFICERS, STANDING COMMITTEES, AND SPECIAL COMMITTEES

##### General Manager Report, Treasurer Report, Approval of Expenditures

GM Matt Donnelly provided the report. He has been working on the interlocal agreement with FCWSD. The agreement has been reviewed and commented upon by the required government agencies, and the final agreement should be available for review by both boards within a few weeks. He will be meeting with RD this week. The next items on his agenda are to get the new EA started (required due to change in scope) and determining what is required to free up money from the RD SEARCH grant to pay for the interlocal legal fees and the PER amendment.

Treasurer Maralee Sullivan reviewed the current monthly financial package (P&L and Balance sheet) for FY starting July 1, 2015: \$19,671 was received from the most recent TSEP draw request and was immediately paid to Stahly. Expenses for the month of January included \$2,115 in legal (mostly for interlocal work) and \$10,590 on engineering expenses. The District received an invoice from Doney, Crowley, Payne Bloomquist, the District's legal firm who handled the lawsuit and insurance claims, in the amount of \$333.48. The invoice is for an insurance

matter. Treasurer Sullivan recommended that the Board approve payment of this invoice from the General Fund. Director Sullivan motioned to pay the invoice from Crowley, et.al. Director Kroon seconded the motion and it passed 4-0 (President Border absent). GM Donnelly will follow up with the firm to determine if there will be more invoices on this matter.

#### REPORT OF ENGINEER, GRANT AGENCY DRAWS & REPORTS

Kurt Thomson provided the engineer's report. He has been working on the force main design, and will confirm the plan for the plant hook-up with Morrison-Mairele. The encroachment permit was submitted to MDT on January 13 and he will follow up with MDT this week. The sage grouse permit appears to be a 2-week process so he will ensure sufficient time is allowed in the timeline. He will be submitting the design document to MDEQ before the March board meeting.

#### Grant Agencies:

- RUS: Nothing to report
- TSEP: Nothing to report.
- CDBG: Nothing to report
- DNRC: Nothing to report
- COE: Nothing to report
- SEARCH: Nothing to report

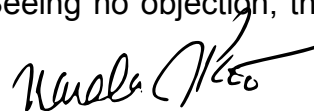
#### UNFINISHED BUSINESS AND GENERAL ORDERS

##### Discussion and Possible Decision on Interlocal Agreement with Four Corners Water and Sewer District

GM Matt Donnelly stated that a decision to adopt the agreement would not be possible tonight as the agreement is still being reviewed and edited by the legal teams following government review. There was some discussion on the values listed in Exhibit C. Mr. Donnelly asked the Board to review the recent draft and advise via email of any edits. The final draft of the agreement should be available within a few weeks for the Board to review, and adopt via Resolution.

#### NEW BUSINESS

VP Amend asked for any unfinished or new business, and seeing none, asked for unanimous consent to adjourn. Seeing no objection, the meeting was adjourned at 7:19 p.m.



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Secretary