



PUBLIC MEETING MINUTES

Thursday, January 26th, 2023, 10:30 am

This meeting will be held via zoom only

Join Zoom Meeting:

<https://us06web.zoom.us/j/81497067148?pwd=c0tvVDA3SmIDSXhBK0IXbUVBRHI2Zz09>

(see next page for call in details)

I. Regular Board Meeting Public Forum

A. Call to Order/start recording

Meeting recording was started at 10:31.

Altman called the meeting to order at 10:31.

All board members were present.

B. Revise and Approve September and October 20th Meeting Minutes – Action

Olsen suggested a minor edit to the September draft minutes.

Olsen moved to approve both meeting minutes from September and October 2022, as amended. Altman seconded. The motion passed unanimously.

C. Public comment on relevant non-agenda items – Discuss

None.

II. New Business

A. Board updates and correspondence – Discuss

a. Resort Tax funds release

WGM described conversations with BSRAD about if BSRAD money will be reimbursement only. ARPA funds are reimbursement only. The board has a cash flow issue – not enough cash on hand to make the initial payment before being reimbursed by the funders. BSRAD precedent says they can't advance funding. The GCCWSD can try to get an advancement approved by the BSRAD board, but are not hopeful of it getting approved. Altman has started looking at private banks for short term loans. WGM group will look into InterCap loans, a public infrastructure funding source that is probably lower interest than private banks.

The \$12M is between BSRAD and BSCWSD for the BSCWSD-managed part of the project.

The conversation with BSRAD will be kept going. WGM Group and Altman will continue to coordinate to resolve the cash flow issue.

b. Rural Water Membership renewal (\$75)

Altman will coordinate payment of this. It doesn't need formal board approval since it is below the spending threshold.

B. Annexation and Outreach Committee updates – Discuss

The outreach committee meeting met last week, with 3 DEQ members in attendance. They want to be involved going forward and were encouraging. They want to support as they can, early and often. At the meeting, WGM Group provided an overview of efforts to date. A WaterKeeper representative was present too.

There was less outreach planning than normal, since DEQ coordination was the focus. Another committee meeting should be scheduled in the next week or two to plan community outreach.

WGM Group will have a follow up meeting with the permitting lead at DEQ in the next week or so.

It sounds like DEQ will review preliminary discharge documents to guide the process before a formal permit application is submitted.

C. Draft Petition for Annexation – *Discuss, maybe action*

An annexation petition has been drafted by the district’s attorney, with coordination from Altman. If properties are contiguous and petition for annexation, the board can approve the annexation with a simple board motion. Annexation into the District is separate from the service agreement, which will be finalized at a later date.

Strategy of how to spread these and collect petitions is needed.

Once there are at least 10 eligible electors, the board will have to grow to 5 members. Schumacher would like to get off the board.

The pool of eligible board members is limited. Annexation will open the pool to additional board members.

The petition, as is, collects information on existing systems. WGM doesn’t think that extra data collection is necessary.

The benefit of getting people connected quickly is to show funders and future funders momentum and a better understanding of the extent of service.

The board and outreach committee can review this draft petition form prior to amendment and approval at the next board meeting.

Ramshorn has individual septic tanks that release grey water to the larger ramshorn system. There needs to be clarification about whether septics would be removed during the project. Is grey or black water going to be taken by the district for Ramshorn and similar situations. It is expected that residents would like to abandon their septics and that may help encourage connection. There may be opportunities to add additional units where the drainfields currently are – this could also be a pro for the Ramshorn community.

WGM expects this decision to come in final design. Further evaluation is needed but a cost/benefit analysis of these alternatives can be completed.

D. BSCWSD-BSRAD-GCCWSD “joint project subcommittee” Updates – *Discuss*

Olsen gave an update. At the last meeting, the proposals submitted in response to the two districts two RFQs were discussed. Both Districts plan to award contracts to the single applicants.

There was also discussion of the \$12M BSRAD funding that is to be used for the pipe from BSRAD treatment down to the canyon.

E. WGM Group Updates – Discuss

a. ARPA Grant administration (Quarterly report due January 7th) - Discuss, maybe action

The last quarterly report was already submitted. The next is due in April. WGM and Altman will continue to coordinate the submittal of these.

b. BSCWSD’s RFQ response

AE2S will be awarded the contract for BSCWSD’s project. WGM Group is a subcontractor for that. Coordination meetings will be scheduled soon.

F. Canyon Sewer RFQ response – Action

WGM Group was the only respondent to the GCCWSD’s RFQ. AE2S would act as a subcontractor.

TD&H is on both teams (BSCWSD and GCCWSD projects) as well for materials testing, etc.

Olsen clarified that while there was only respondent, it was a quality proposal, and he recommends going through with it.

Olsen moved that the District move forward with WGM Group as the Canyon Sewer Project engineer and requested they submit a project scope and budget for future review and approval by the board. Schumacher seconded. No discussion. The motion passed unanimously.

It is expected that the scope and budget will be ready for board review and approval.

G. Water PER, Gallatin County funds release – Discuss

\$22,500 was awarded from the county for a drinking water PER. To get the funds released, the project needs to be presented to the commission one more time for final approval. The date for this has not yet been set.

H. Board member elections – Discuss

Olsen and Altman have 4-year terms and board members, but Schumacher only had a 2-year term and is up for reelection in the May county elections. To be on the ballot and continue to be a board member, she would need to apply to be on the ballot by February 7th.

There was some confusion about how to proceed since Schumacher is not enthusiastic about continuing to serve on the board. WGM Group will type up a synopsis of eligibility and what is needed for board elections.

New people may need to be appointed to the board after annexation if no one signs up for the ballot by the February date.

The county elections website has instructions for getting on the ballot.

WGM and altman will coordinate next steps.

III. Old Business

A. Bylaw update – Action

Tabled until further coordination with legal counsel for a few points.

B. Local Government Services Reporting – Action

This report (income and expenses from FY 2022) was due in December. Because there was no meeting since it was tabled in October, a late fee of \$55 was charged.

Board members have reviewed the report.

Olsen moved to approve the report as presented. Renae seconded. No Discussion. The motion passed unanimously.

Altman will sign and coordinate submission of the report.

C. District Legal Counsel Letters of Engagement (Matt Williams)– Action

Not discussed.

D. Board Member COI Disclosure (Schumacher) – Discuss

Schumacher was not prepared to discuss this. This item has been tabled until the next meeting.

IV. Any Other Business Which May Properly Come Before the Board – Discuss

None.

V. Next Meeting Planning

A. Date & Draft Agenda – Discuss

The next meeting was penciled in for 10:30 on February 22nd .

The project engineering scope and budget as well as the annexation agreement will be up for board vote.

VI. Adjourn

Olsen moved to adjourn the meeting. Schumacher seconded. No discussion. The motion passed unanimously.

Public comment will be encouraged before all non-emergency non-ministerial Actions.

Minutes Drafted by: Michelle Pond, WGM Group

Minutes Approved: 2/22/2023

Signed: Scott Alman, Board President



GCCWSD MEETING ATTENDANCE SHEET

10:30 AM; 1/26/23; Zoom Only



#	Name	Affiliation	Contact	Remote Attendance?
1	Michelle Pond	WGM Group	Mpond@wgmgroup.com	X
2	Mace Mangold	WGM Group	mmangold@wgmgroup.com	X
3	Scott Altman	GCCWSD Board	orock9530@me.com	X
4	Jon Olsen	GCCWSD Board	jolsen@lonemountainland.com	X
5	Kelsey Wagner	AE2S	kelsey.wagner@ae2s.com	X
6	Ally Sutcliff			X
7	Jack Buban			X
8	Rena Schumacher	GCCWSD Board	renaeschumacher@gmail.com	X



PUBLIC MEETING AGENDA

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 - b. Rural Water Membership renewal (\$75)
- B. Annexation and Outreach Committee updates – *Discuss*
- C. Draft Petition for Annexation – *Discuss, maybe action*
- D. BSCWSD-BSRAD-GCCWSD “joint project subcommittee” Updates – *Discuss*
- E. WGM Group Updates – *Discuss*
 - a. ARPA Grant administration (Quarterly report due January 7th) - *Discuss, maybe action*
 - b. BSCWSD’s RFQ response
- F. Canyon Sewer RFQ response – *Action*
- G. Water PER, Gallatin County funds release – *Discuss*
- H. Board member elections - *Discuss*

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- B. Local Government Services Reporting – *Action*
- C. District Legal Counsel Letters of Engagement (Matt Williams)– *Action*
- D. Board Member COI Disclosure (Schumacher) – *Discuss*

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+1 309 205 3325 US

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MT Rural Water
525 Central Avenue, M6
Great Falls, MT 59401
406-454-1151
MTRuralWater@mrws.org
www.mrws.org

MEMBERSHIP INVOICE

Date	Due Date
1/17/2023	2/16/2023
Invoice #	2034

Bill To

Gallatin Canyon W/S District
Scott Altman
PO Box 160095
Big Sky, MT 59716

Description	Price Each	Amount
Membership Dues in Montana Rural Water Systems for calendar year 2023	75.00	75.00
15% of membership dues are used for legislative purposes.		Total \$75.00