



PUBLIC MEETING MINUTES

Wednesday, July 13th, 2022, 10:30 am

This meeting will be held via zoom only

Join Zoom Meeting:

<https://us06web.zoom.us/j/82630076771?pwd=Z0JEMWRIMVo0OGtXcXFrSWFNZ2ljdz09>

(see next page for call in details)

I. Regular Board Meeting Public Forum

A. Call to Order/start recording

Altman called meeting to order at 10:33am

Quorum? Yes

Altman and Olsen in attendance.

This meeting is fully remote and was recorded through Zoom.

B. Revise and Approve June 22nd Meeting Minutes – *Action*

Altman had one correction for the June minutes: Olsen moved to approve May 11th minutes, not Altman. This will be updated in the final minutes.

Olsen moved to approve the June 22nd meeting minutes with the suggested revision, Altman seconded. No additional discussion. The motion passed.

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

None.

II. New Business

A. Board updates and correspondence – *Discuss*

Annexation should be a priority. All other updates are captured in other agenda items.

B. Annexation and Outreach Committee updates – *Discuss*

No meeting yet – members have been busy with other things. A meeting will be scheduled for mid-August in the evening. There has been discussion of spreading outreach to include more of the county (Bozeman).

Stuart, a property owner in service area 4, said he would like to help spread the word and be a test case for annexation. As a property owner with a failing septic system, he is fully on board.

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

Olsen, BSRAD, and BSCWSD's engineers (AE2S) met last week. RFPs (requests for proposals) have been discussed are lined up to be drafted and sent out in the next month or two, pending board approvals. The subcommittee requested a scope be written for writing the RFPs. This will be presented at the next meeting for board approval.

From these subcommittee meetings it has been determined that it is best to scope the work as two separate RFPs: one for the pipes up and down HWY 64 and associated lift stations and another for collection and disposal infrastructure in the canyon.

D. WGM Group Updates – *Discuss*

a. Gallatin County ARPA Award

Gallatin Canyon Sewer Project Phase 1.2 was awarded \$200,000 (earmarked for encouraging Ramshorn annexation). The original ask was \$250,000.

Gallatin Canyon Water PER was awarded \$25,000.

b. Canyon Septic Inventory and Sewer Collection Prioritization Report

Gallatin River Task Force contracted WGP Group to prepare a Canyon Septic Inventory and Sewer Collection Prioritization Report which is nearly complete. This will be a useful tool for Canyon water and sewer planning and community outreach.

It included updated nutrient load estimates (larger estimate than presented in the Feasibility Study in 2020). It also explored wells, groundwater water quality data and potential human health risks. It created a living data base for GCCWSD for planning efforts, discharge permitting, Water PER, etc. The annexation prioritization effort aims to maximize environmental and public health benefits balanced with cost efficiency.

The final report will be made available on the Gallatin River Task Force and GCCWSD Websites soon.

Figures from the draft report were explored. Loads were reviewed looking at Stuart's property, the trailer court in service area 3, lazy J and Ramshorn. Whitewater Inn's septic is failing and likely a higher load than represented.

Service area 4 not the most cost effective for nutrient removal, but it does have a significant nutrient load to the river and health risk, thus it should be a high priority.

Preliminary collection layout from the school to intersection with Highway 64. This adds more details of pipe depths and sizes and adds a draft collection main through each service area. This allows a general cost breakdown of how much it costs to connect each service area.

For example, in front of the Quarry property, there is a hill with makes the pipe must be 20' deep trenching to keep gravity flow. This increases costs. These types of considerations were included in the cost estimates.

The report's \$ per pound nitrogen removed table was reviewed.

For this exercise Service Area 4 was collected on a single boring and main on the east side of the highway. In final design, this may be split into several crossings and borings. If property owners are willing to allow survey of septic locations, these values can be refined.

Cost per lb removed is not great for school, but there are potentially significant health benefits, and they could likely get financial assistance for connection.

Southernmost few systems were looking infeasible to connect to GCCWSD infrastructure due to cost inefficiency. These were instead cost estimated as septic net cluster systems. Decentralized systems like that are not within a water and sewer district's jurisdiction.

The different metrics still need to be evaluated and consolidated into a cohesive prioritization.

The scope of this study was much larger than the area that will likely be included in the GCCWSD's growth (the same scope as the 2019 feasibility study).

There was some discussion of Buck's T4 large disposal capacity and potential District reuse.

More questions were asked about ways to optimize collection in Service Area 4. This can be further explored in the next steps of design.

c. FY22 Spending Report, FY23 Annual Budget

Spending in 2022 overview was presented. BSRAD requested documentation of GCCWSD's use of BSRAD funds in the last year. Altman will need to add receipts.

Multiple WGM scopes from the past year were shown and explained in conjunction with progress. About \$90,000 went to WGM in the last fiscal year.

Next year, general district admin costs should go down, but grant administration costs will go up as the District starts using ARPA funds for Phase 1.1.

Fiscal Year 2023 operation budget is being developed by Altman and Mangold. This will be presented to BSRAD as part of a larger funding ask. The schedule for the project has been accelerated compared to BSRAD's initial funding allocation.

If Ramshorn chooses not to annex, there is a chance that the County's most recent \$200,000 grant may be lost. There would be an opportunity to try and justify another applicable use to the county. Ramshorn is expected to connect.

E. Impact Fee and Rate Study Contract– Action

An Impact Fee and Rate Study Contract/ scope was reviewed briefly. A draft was reviewed in more detail at the last meeting.

2 options presented – Direct contract with AE2S or as a subcontract through WGM Group (approximately 10% mark up). As a subcontract, billing, accounting and communications would be streamlined.

Olsen moved to enter the Impact Fee and Rate Study contract presented with an amendment to reflect subcontracting AE2S through WGM Group for a 10% cost increase. Altman Seconded. No Discussion. This motion passed unanimously.

Altman will sign.

The signed contract is attached.

F. District Administration Contract– Action

WGM Group presented a District Administration Contract. It assumes similar involvement as past years mainly focused on general District admin, outreach and communications. Work would be charged by time and materials.

Altman moved to enter the District Administration contract as presented. Olsen seconded. No Discussion. This motion passed unanimously.

Altman will sign.

The signed contract is attached.

G. Grant Administration Contract– Action

Grants for Phase 1.1 fully funded. Some funding awarded for phase 1.2 and for a Water PER.

The state and county will require reporting on the grant fund use.

Work would be charged by time and materials. \$36,500 over the next year estimated. This would be drawn from the State ARPA award.

Olsen moved to enter the Grant Administration contract as presented. Altman Seconded. No Discussion. This motion passed unanimously.

Altman will sign.

The signed contract is attached.

H. District Legal Counsel Letters of Engagement (Jecyn Bremer and Matt Williams)– Action

Olsen moved to authorize Altman to initiate letters of engagement for Bremmer and Williams for District Legal Counsel. Altman seconded. No Discussion. This motion passed unanimously.

Altman will take care of it and report back at the next meeting.

I. Bylaw update (allow accountant to cosign District checks) – Action

Pushed until the next meeting so rules can be verified.

J. GCCWSD comments on DEQ’s listing the upper Gallatin as impaired for Algae – Discuss, maybe action

There will be a public comment meeting on this declaration tomorrow, 7/14/22. The District should attend but does not have any formal opinion or comment.

This should not significantly affect the project since it is already aiming for net nutrient reduction.

III. Old Business

A. Fiscal Year ended June 30th – financial planning/reporting – *Discuss, maybe action*

(see above).

WGM is coordinating with the accountant for yearend reporting to local government services. Signatures will be needed at the next meeting before submittal.

B. Municipal Facility Exemption – *Discuss, maybe action*

BSCWSD is pursuing this, and it seems like it could work. The GCCWSD, with no physical infrastructure, is not currently eligible for this. There may be a way to utilize BSCWSD's exemption in some aspects of the canyon sewer project. This option should be kept in mind.

C. ARPA start up conditions updates– *Discuss, maybe action*

UEI confirmation is still pending.

Funds will be available as soon as the UEI is confirmed and the contract is submitted.

DNRC's ARPA grant administrator is aware of UEI delay.

Funds available once the contract sign. Scott has a contract in hand, only needs to get UEI and Signature.

RFP (request for proposals) versus RFQ (request for qualifications) – Mangold and Olsen will discuss with BSRAD-BSWSD-GCCWSD subcommittee.

D. Board Member COI Disclosures – *Discuss*

Deferred to a later meeting where all board members are present.

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

None.

V. Next Meeting Planning

A. Date & Draft Agenda – *Discuss*

Wednesday August 17th. 10:30 am Zoom only. Recorded.

VI. Adjourn

Altman moved to adjourn at 11:39. Olsen Seconded. No discussion. Passed unanimously.

Minutes Drafted by: Michelle Pond, WGM Group
Minutes Approved: 8/17/2022
Signed: Scott Altman

