

MINUTES

LCWSD BOARD OF DIRECTORS MEETING February 15, 2022

PRESENT: Directors Marc Liechti, Jim Heim, Todd Fleming, David Cordell and employees Rodney Olson, General Manager, Rebecca Good, Secretary, Beth Dotson, Secretary.

ABSENT: Roxanne Wadman

Director Liechti called the meeting to order at 2:00 p.m.

AGENDA: A motion was made by Director Fleming to accept the agenda as presented. Director Heim seconded, and motion carried.

Director Appointment:

Director Cicon resigned from the LCWSD Board as of January 2022. A motion was made by Director Heim to appoint David Cordell to fulfill Director Cicon's remaining term that ends in May 2024. Director Fleming seconded and motion carried.

VISITORS: Brad Nelson, Brian Nelson.

Brad and Brian Nelson proposed an approximately 30 RV spot and 24 tiny home rental park off of Hwy 82. They will be seeking a Will Serve Letter after their engineers get the flow calculations for full capacity.

APPROVAL OF MINUTES: The Minutes of the December 21, 2021, Board Meeting were reviewed. A motion was made by Director Fleming to accept the minutes as presented. Director Heim seconded, and motion carried.

FINANCIAL REPORT: The financial reports were presented by General Manager Olson. A motion was made by Director Fleming to approve the financial report. Director Heim seconded, and motion carried.

BILL APPROVAL: Accounts payable for December 2021 and January 2022 were reviewed, and expenses of note discussed. The credit card statement for December 2021 and January 2022 were also reviewed. A motion was made by Director Fleming to approve the bills. Director Heim seconded, and motion carried.

DELINQUENT REPORT: Progress continues in collecting payment from delinquent accounts.

OLD BUSINESS:

Tank Well Land Purchase: The purchase of this property will not move forward. Mr. & Mrs. Andes have reimbursed the district for the survey work that was done. The Andes have asked if LCWSD would be willing to move the water tank overflow drainage, from the middle of the property to the correct easement recorded on the west edge of the property. The board of directors all agreed to entertain the idea of moving the lines that currently run through the property outside of the designated easement area. This will be assessed when the equipment to drill the new well is in the area.

South Eighty Water System Generator: Proceeding with a generator purchase was unanimously approved.

ARPA Update: General Manager Olson has submitted the required documents to SRF to proceed with the ARPA application process.

NEW BUSINESS:

Steamboat Landing Development Somers: LCWSD board members unanimously approved the subdivision as presented; five phases over 10 years consisting of 178 single family units and 72 condos for a maximum of 250 living units known as Steamboat Landing; with a maximum of 71,400 gallons of wastewater per day. Any deviation from this plan would need to be resubmitted to LCWSD.

TS Capital Improvement: – Somers Base Rate Review. Six-month notification will be given per the interlocal agreement to Somers Water and Sewer before any rate changes are implemented.

General Manager Olson discovered a billing error to the Somers Water and Sewer District and provided explanation to the LCWSD board. The LCWSD is researching how to best handle the refund of the amount in error to the Somers Water and Sewer District. The LCWSD will ask our auditor to advise.

Montana Rural Water Conference: The Montana Rural Water Conference will be held March 23rd – 25th 2022 in Great Falls, MT.

MISCELLANEOUS

None

The meeting adjourned at 4:43 PM

Respectfully submitted,
Rebecca Good, Secretary

(NEXT MEETING DATE IS TUESDAY, March 15th, 2022)

MINUTES

LCWSD BOARD OF DIRECTORS MEETING March 15, 2022

PRESENT: Directors Marc Liechti, Jim Heim, Todd Fleming, David Cordell, Roxanne Wadman and employees Rodney Olson, General Manager, Rebecca Good, Secretary, Beth Dotson, Secretary.

ABSENT: N/A

Director Liechti called the meeting to order at 2:00 p.m.

AGENDA: A motion was made by Director Fleming to accept the agenda as presented. Director Wadman seconded, and motion carried.

VISITORS: N/A

APPROVAL OF MINUTES: The Minutes of the February 15, 2022, Board Meeting were reviewed. A motion was made by Director Heim to accept the minutes as presented. Director Wadman seconded, and motion carried.

FINANCIAL REPORT: The financial reports were presented by General Manager Olson. A motion was made by Director Fleming to approve the financial report. Director Wadman seconded, and motion carried.

BILL APPROVAL: Accounts payable for February 2022 were reviewed, and expenses of note discussed. The credit card statement for February 2022 was also reviewed. A motion was made by Director Heim to approve the bills. Director Wadman seconded, and motion carried.

DELINQUENT REPORT: Progress continues in collecting payment from delinquent accounts.

OLD BUSINESS:

ARPA Update: General Manager Olson is continuing the plans to proceed with the ARPA application process.

South Eighty Water System Generator: General Manager Olson in the process of getting bids from fuel vendors in order to proceed with generator installation.

NEW BUSINESS:

Tablets for Board Members: General Manager Olson presented the board with a cost breakdown for the possible implementation of tablets for our board members. The LCWSD board members discussed both the pros and cons of tablets and ultimately decided that the most cost-effective way to fold in with the districts efforts to go as paperless as possible would be to instead, do a presentation at the meetings in place of printing out individual packets for Board Members and guests.

Board Terms: – The appointment of Directors Fleming and Wadman are to expire in May of 2022. Both Directors Fleming and Wadman stated that they would like to serve an additional four-year term. Official Oaths of Office will take place at the April Board meeting.

MISCELLANEOUS

None

The meeting adjourned at 3:19 PM

Respectfully submitted,
Rebecca Good, Secretary

(NEXT MEETING DATE IS TUESDAY, April 19, 2022)

MINUTES

LCWSD BOARD OF DIRECTORS MEETING April 20, 2022

PRESENT: Directors Jim Heim, Todd Fleming, David Cordell, Roxanne Wadman and employees Rodney Olson, General Manager, Rebecca Good, Secretary, Beth Dotson, Secretary.

ABSENT: Director Marc Liecthi

Director Wadman called the meeting to order at 2:03PM

AGENDA: A motion was made by Director Heim to accept the agenda as presented. Director Fleming seconded, and motion carried.

VISITORS: Brad Koenig with Robert Peccia and Associates (RPA) and Austin Wargo (RPA)

Brad provided a 20-year growth projection and proposed several options for the District to best handle projected growth along with updating the technology at our treatment facility. The Board discussed all different proposals at length and decided to have Robert Peccia and Associates further explore a couple they felt may best fit the Districts needs.

APPROVAL OF MINUTES: The Minutes of the March 15, 2022, Board Meeting were reviewed. A motion was made by Director Heim to accept the minutes as presented. Director Fleming seconded, and motion carried.

FINANCIAL REPORT: The financial reports were presented by General Manager Olson. A motion was made by Director Cordell to approve the financial report. Director Fleming seconded, and motion carried.

BILL APPROVAL: Accounts payable for March 2022 were reviewed, and expenses of note discussed. The credit card statement for March 2022 was also reviewed. A motion was made by Director Heim to approve the bills. Director Fleming seconded, and motion carried.

DELINQUENT REPORT: Progress continues in collecting payment from delinquent accounts.

OLD BUSINESS:

South Eighty Water System Generator: General Manager Olson received notification that natural gas will not be an option for the South Eighty generator. General Manager Olson will further explore diesel and propane options.

Lift Station 12 Upgrade: General Manager Olson provided photos and a recap of the successful upgrade to lift station 12.

ARPA Water: General Manager Olson provided a status update on the status of the second round of ARPA funding. Unfortunately, the District was the 126th qualifier out of 175 applications submitted, so the District will likely not qualify for additional funding unless the allocation qualifications are redetermined.

New Water: General Manager Olson will begin gathering bids for a new well that the District will need to drill to adhere to DEQ requirements. If the District qualifies for additional ARPA funding in the future those funds will be applied at a later date.

NEW BUSINESS:

MISCELLANEOUS

Scott Ring won Wastewater Operator of the Year for 2021 at the Montana Rural Water Conference.

Lakeside was entered into the National Drinking Water Contest in Washington D.C. but did not win.

The meeting adjourned at 4:13PM

Respectfully submitted,
Rebecca Good, Secretary

(NEXT MEETING DATE IS TUESDAY, May 17, 2022)

MINUTES

LCWSD BOARD OF DIRECTORS MEETING

May 17, 2022

PRESENT: Directors Marc Liechti, Jim Heim, Todd Fleming, David Cordell, Roxanne Wadman and employees Rodney Olson, General Manager, Rebecca Good, Secretary.

ABSENT:

Director Liechti called the meeting to order at 2:00PM

AGENDA: A motion was made by Director Wadman to accept the agenda as presented. Director Heim seconded, and motion carried.

VISITORS: None

APPROVAL OF MINUTES: The Minutes of the April 20, 2022, Board Meeting were reviewed. A motion was made by Director Heim to accept the minutes as presented. Director Fleming seconded, and motion carried.

FINANCIAL REPORT: The financial reports were presented by General Manager Olson. A motion was made by Director Fleming to approve the financial report. Director Wadman seconded, and motion carried.

BILL APPROVAL: Accounts payable for April 2022 were reviewed, and expenses of note discussed. The credit card statement for April 2022 was also reviewed. A motion was made by Director Heim to approve the bills. Director Cordell seconded, and motion carried.

DELINQUENT REPORT: Progress continues in collecting payment from delinquent accounts.

OLD BUSINESS:

South Eighty Water System Generator: General Manager Olson indicated that there would be a substantial wait for the generator to come in. The estimate given was up to four months. Director Fleming noted that we may need to reach out to the property owner around the pumphouse due to some compromised trees that may cause a problem in the future. General Manger Olson will check with the landowner to see if the compromised trees can be taken care of.

Sewer ARPA Planning: General Manager Olson provided a status update on the treatment site expansion. General Manager Olson, along with Robert Peccia and Associates have a conference call scheduled with manufacturers for an analysis of our projected direction.

NEW BUSINESS:

Growth- West side Hwy 93: General Manager Olson guided discussion about the growth potential for vacant property west of Highway 93.

MISCELLANEOUS:

The meeting adjourned at 3:16PM

Respectfully submitted,
Rebecca Good, Secretary

(NEXT MEETING DATE IS TUESDAY, JUNE 21, 2022)

MINUTES

LCWSD BOARD OF DIRECTORS MEETING

June 21, 2022

PRESENT: Directors Marc Liechti, Jim Heim, Todd Fleming, and employees Rodney Olson, General Manager, Rebecca Good, Secretary.

ABSENT: Roxanne Wadman, David Cordell

Director Liechti called the meeting to order at 2:02PM

AGENDA: A motion was made by Director Heim to accept the agenda as presented. Director Fleming seconded, and motion carried.

VISITORS: Shelly Ragland was questioning water and sewer access to a property that she purchased. The Board advised as to potential options available.

APPROVAL OF MINUTES: The Minutes of the May 17, 2022, Board Meeting were reviewed. A motion was made by Director Fleming to accept the minutes as presented. Director Heim seconded, and motion carried.

FINANCIAL REPORT: The financial reports were presented by General Manager Olson. A motion was made by Director Heim to approve the financial report. Director Fleming seconded, and motion carried.

BILL APPROVAL: Accounts payable for May 2022 were reviewed, and expenses of note discussed. The credit card statement for May 2022 was also reviewed. A motion was made by Director Fleming to approve the bills. Director Heim seconded, and motion carried.

DELINQUENT REPORT: Progress continues in collecting payment from delinquent accounts.

OLD BUSINESS:

Sewer ARPA Planning: General Manager Olson provided a status update on the treatment site expansion.

South Eighty Water System Generator: General Manager Olson stated that the generator has been ordered. General Manager Olson also stated that the LP tank has been ordered and a date has been set to have the tank delivered and buried, per their recommendation.

NEW BUSINESS:

Alpine Slide: There was discussion between General Manager Olson and the Board of Directors with the Alpine Slide project engineer Marc Liechti of APEC engineering about water and sewer. Marc Liechti indicated that, at this time, they will be pursuing a permit for a well and septic system with the Flathead County Health Department pursuant to DNRC guidelines making it cost prohibitive to hook up to local water and sewer within the district.

Cloud Based Server Storage: General Manager Olson proposed migrating to a Cloud based storage system with our current software provider. He provided a cost comparison to replace the current, outdated servers, with a Cloud based storage system. Discussion about security and accessibility was had amongst General Manager Olson and the Board of Directors. The Board unanimously approved the migration.

Preliminary Budget Review: General Manager Olson presented the Board of Directors with the Fiscal Year 2023 budget. General Manager Olson provided a comparison of FY 2022 to the proposed FY 2023

budget. The Board of Directors unanimously approved the FY 2023 budget that includes a 5% COLA increase in addition to LCWSD sponsored dental coverage.

Lift Station Inspections: General Manager Olson provided the Board of Directors with a maintenance report from lift station inspections that were performed on June 7th, 8th and 9th 2022. General Manager Olson discussed continued and future maintenance options and methods with the Board.

Sewer System Development/Late Comer Fee: General Manager Olson and the Board of Directors discussed raising the Sewer System Development Fees, as well as the Sewer Late Comer Fees. The Board unanimously voted to approve a 5% rate increase in fees.

MISCELLANEOUS:

Short Term Hire: General Manager Olson expressed need for a short-term operators helper. He detailed the scope of work required. General Manager Olson noted that he has been approached by one of our operators (Scott Ring) son's, Quaid Ring about a position. The Board unanimously approved hiring Quaid Ring as a short-term employee.

The meeting adjourned at 5:48 PM

Respectfully submitted,
Rebecca Good, Secretary

(NEXT MEETING DATE IS TUESDAY, JULY 19, 2022)

MINUTES

LCWSD BOARD OF DIRECTORS MEETING

July 19, 2022

PRESENT: Directors Marc Liechti, Roxanne Wadman, David Cordell, Jim Heim, Todd Fleming, and employees Rodney Olson, General Manager, Rebecca Good, Secretary.

ABSENT:

Director Liechti called the meeting to order at 2:01PM

AGENDA: A motion was made by Director Wadman to accept the agenda as presented. Director Heim seconded, and motion carried.

VISITORS: Nicole Noonan, Auditor.

Nicole presented the 2021 Audit Report. She noted the deficiency involving LCWSD's knowledge of generally accepted accounting principles. As in the past, this deficiency is remedied by contracting with Nicole Noonan, CPA.

Tip Clark, Upper West Shore Alliance.

Tip was tasked with representing the UWSA and was touching base on the water and sewer vs. well and septic developments to report back to the UWSA.

APPROVAL OF MINUTES: The Minutes of the June 21, 2022, Board Meeting were reviewed. A motion was made by Director Fleming to accept the minutes as presented. Director Wadman seconded, and motion carried.

FINANCIAL REPORT: The financial reports were presented by General Manager Olson. A motion was made by Director Heim to approve the financial report. Director Cordell seconded, and motion carried.

BILL APPROVAL: Accounts payable for June 2022 were reviewed, and expenses of note discussed. The credit card statement for June 2022 was also reviewed. A motion was made by Director Wadman to approve the bills. Director Fleming seconded, and motion carried.

DELINQUENT REPORT: Progress continues in collecting payment from delinquent accounts.

OLD BUSINESS:

Sewer ARPA Planning: General Manager Olson provided a status update on the treatment site expansion.

Septage Receiving station: General Manager Olson provide a status update on the septage receiving station. He noted that he had attended a meeting that Flathead County had arranged with the Bigfork Water & Sewer District and discussed various options that are still being considered for the location of the facility.

Alpine Slide Project: Discussion was had with visitor Tip Clark about the Alpine Slide Project

NEW BUSINESS:

Ordinances 22-2, 3, & 5:

Ordinance 22-2 - A motion was made by Director Cordell to increase sewer usage rates, base rates and flat rates by 5% beginning August 2022. Director Wadman seconded, and the motion carried.

Ordinance 22-3 – A motion was made by Director Cordell to increase sewer system development fees and sewer late comer fees by 5% beginning August 2022. Director Wadman seconded, and the motion carried.

Ordinance 22-5 – A motion was made by Director Heim to increase the water system development fee for the Lakeside Estates phases 3, 4 and 5 by 5% beginning August 2022. Director Fleming seconded, and the motion carried.

MISCELLANEOUS:

The meeting adjourned at 3:40 PM

Respectfully submitted,
Rebecca Good, Secretary

(NEXT MEETING DATE IS TUESDAY, AUGUST 16, 2022)

MINUTES

LCWSD BOARD OF DIRECTORS MEETING

August 16, 2022

PRESENT: Directors Marc Liechti, Roxanne Wadman, David Cordell, Jim Heim, Todd Fleming, and employees Rodney Olson, General Manager, Rebecca Good, Secretary.

ABSENT:

Director Liechti called the meeting to order at 2:03PM

AGENDA: Director Liechti requested that the new business be discussed prior to old business. A motion was made by Director Wadman to accept the agenda with the proposed changes. Director Heim seconded, and motion carried.

VISITORS: Cyndi Heath, Bill Eisenlohr, Betsy Robinson, Lana Batts, Jane Peterson, Vickie Cariveau, Christina Schroeder, Nancy Baker

Betsy Robinson led the conversation with the Board of directors in discussing the concern that the Board of Directors President Marc Liechti is also the owner of the engineering firm that is representing the Alpine Slide Project. Director Liechti confirmed that he would recuse himself from all Board matters regarding the Alpine Slide Project. The visitors also expressed concern regarding district capacity. The Board of Directors explained how capacity is calculated and how they use those calculations to determine expansion. General Manager Olson did confirm that a will serve letter has been provided to the Alpine Slide Project. The will serve letter allows the developer to submit his application to Flathead County Health department (the governing authority over sewer & water). He explained that his decision was fact based on the information that was formally presented to him in writing. Further discussion was had in regard to the Districts history and commitment to maintaining safe, clean water for the all customers in the District as well as Flathead Lake.

APPROVAL OF MINUTES: The Minutes of the July 19, 2022, Board Meeting were reviewed. A motion was made by Director Heim to accept the minutes as presented. Director Wadman seconded, and motion carried.

FINANCIAL REPORT: The financial reports were presented by General Manager Olson. A motion was made by Director Fleming to approve the financial report. Director Wadman seconded, and motion carried.

BILL APPROVAL: Accounts payable for July 2022 were reviewed, and expenses of note discussed. The credit card statement for July 2022 was also reviewed. A motion was made by Director Heim to approve the bills. Director Fleming seconded, and motion carried.

DELINQUENT REPORT: Progress continues in collecting payment from delinquent accounts.

NEW BUSINESS:

LS#1 Pumps & Panel: General Manager Olson presented a quote to replace the 35-year-old pumps and panel due to a pump failure at Lift Station 1. Director Cordell approved the project. Director Wadman seconded, and motion carried.

Don Rudie Easement: General Manager Olson brought it to the attention of the Board that the 10-year easement that was issued to Don Rudie is set to expire in October 2022. General Manager Olson has a letter from Don Rudie detailing his intended use of the property. The Board agreed to a one-year lease renewal while going through the DEQ process to add another large building on the property. General

Manager Olson will inform Mr. Rudie, the one-year extension will not allow construction equipment and machinery to use the residential easement.

Director Liechti left the meeting at 3:52PM. Director Wadman took over remaining agenda items.

Hall & Brass Wells – Lightning Damage: General Manager Olson discussed the extensive damage that was done to the Hall and Brass Wells due to a recent lightning storm. Discussion was had of the scope of work expected, as well as possibly updating the technology, pending cost. The damage was reported to our insurance company for review.

Maxine Drive water Leak: General Manager Olson informed the board regarding a water leak that was repaired over the last month on Maxine Drive. General Manager Olson also informed the Board that this water main should be replaced in the near future noting the cost would be approximately \$40,000 for the 700-foot section. The Board agreed and will discuss a timeline in a future meeting.

OLD BUSINESS:

Alpine Slide Project: Discussion was had with visitors about the Alpine Slide Project.

Sewer ARPA Planning: General Manager Olson provided a status update on the treatment site expansion. General Manager Olson stated that the District was awarded a substantial SRF forgiveness grant of \$573,190.00. General Manager Olson stated that the test well drillers for the ground water discharge permit, will start drilling for the test holes next week.

Septage Receiving station: General Manager Olson provide a status update on the septage receiving station. He noted that he had arranged a meeting with a property owner who would like to sell his property to the county for a possible septage receiving station and composting facility near our treatment site. Flathead County found the property to be favorable for this application and will proceed to enter into a buy sell agreement with the owner. General Manager Olson noted that he was going to try to coordinate both the County engineers as well as the District engineers for the next Board meeting in September so that the District can decide the best direction for facility expansion.

New Well: General Manager Olson informed the board that the new well project is going back out for bid shortly.

MISCELLANEOUS:

The meeting adjourned at 4:32 PM

Respectfully submitted,
Rebecca Good, Secretary

(NEXT MEETING DATE IS TUESDAY, SEPTEMBER 20, 2022)