

**Seeley Lake Sewer District**  
**AMENDED REGULAR BOARD MEETING AGENDA**

DATE: Thursday, April 15, 2021  
PLACE: Virtual Meeting via Zoom  
Computer: <https://us02web.zoom.us/j/8563339071?pwd=Z0NhbmRoWitlUFpyME8vTWJkQlZ0Zz09>  
Telephone: 1 669 900 6833  
Meeting ID: 856 333 9071  
Password: 123528  
TIME: 6:00 p.m.

**ROLL CALL**

Tom Morris, President	○	05/2024
Beth Hutchinson, Vice President	○	05/2022
Pat Goodover, Director	○	05/2022
Vacant Position, Director	○	05/2022
Jason Gilpin, Director	○	05/2024
Felicity Derry, Secretary	○	

1. OPENING: Scheduled for 6:00 PM Via Zoom
2. APPROVAL OF AGENDA:
3. PRESIDENT'S COMMENTS:
4. PUBLIC COMMENT: On Items not on the Agenda of the Meeting and within the Jurisdiction of the Sewer District [MCA 2-3-103 (1)a]
5. CORRESPONDENCE: a} Cheri Thompson  
b} Miriam Patterson
6. MINUTES: March 18, 2021 - *Action*
7. FINANCIAL REPORTS: a} Invoices - *Action*  
b} February 2021
8. MANAGER'S REPORT: Status Report
9. UNFINISHED BUSINESS: a} Legal Update  
b} 2022 Budget - *Discussion/Action*  
c} Assessment Methodology - *Discussion/Action*  
d} Appointing a Director/ Appointment Committee Report - *Discussion/Action*  
e} Insurance Premium - *Discussion/Action*
11. NEW BUSINESS: a} Funding Final Report - *Discussion/Action*  
b} GWE Contract - *Discussion/Action*  
c} Alternative Systems - *Discussion*  
d} Proposed Action Plan for 2021-2022 - *Discussion/Action*  
e} Interim General Manger - *Discussion/Action*
12. EXECUTIVE SESSION: a} Legal Strategy Regarding the Lawsuit  
b} Executive Session Minutes
13. NEXT SCHEDULED MEETING: May 20, 2021
14. AGENDA ITEMS FOR NEXT SCHEDULED MEETING:
15. ADJOURNMENT:

## 2021 Application for the Seeley Lake Sewer Board

April 3, 2021

Dear Seeley Lake Sewer Board,

I believe I am known to all of you in some manner or another. I believe you know of my passion for the subject of waste water treatment. I have on several occasions brought forth comments on alternative treatment systems as well as in letters to the editor. It is of the utmost importance that we review all of the findings, delve into their meaning and source, listen to the community that will be funding this project, balance the environment and the cost of living, and be creative.

When I make a commitment to something I am known for following through, carrying my own weight or more, and working within the framework of a team. I have already shown as a resident of the sewer district, and not on the board, to do research, ask questions, interview members of the waste water treatment community, listen, ask for clarification and explanations and then share that information.

As an example of my love of research and compilation of facts, I have been working on a land ownership project for the historical society. Starting with homestead ownership in the area, how those properties became the Weisel-Boissevain Ranch Company, morphing into the Double Arrow Ranch. This large ranch then was sold off to individuals in pieces, who then subdivided and resold until we have the canvas of Seeley Lake today as it continues to change. It has been and continues to be a long process of researching deeds, surveys and ownerships and is still a work in progress. The end goal is to create an overlay map of the changes over time so community members can follow the genealogy of their property.

I pledge to work hard within the board to meet the purpose of the Seeley Lake Sewer District as it is stated in the by-laws. "It is the purpose of the District to maintain and provide a healthful environment for present and future generations and to supervise wastewater treatment within the District."

Sincerely,



Cheryl O. Thompson

## 2021 Application for the Seeley Lake Sewer Board

Cheryl O. Thompson  
912 Riverview Dr.  
406-677-2309  
Solutions11@mac.com

Husband: Steve Thompson  
Son: Sean Thompson  
Resident of Seeley Lake since 1975

### Community Involvement

- Teacher's Aide at Seeley Lake Elementary
- Owner of the Gas Haus
- Owner of NAPA Auto Parts
- Seeley Lake Community Council; member, secretary, treasurer, trail committee
  - Highway 83 Trail
  - Boy Scout Trail
  - Riverview Dr Trail
  - Trail from Community Hall parking lot to the ski trails and back
  - Trail from Lars Kramen to Seeley Lake Campground
  - Trail from Canoe Trail parking lot to USFS
  - Trail from Seeley Lake Community Hall to North Boy Scout Rd
- Seeley Lake QRU; member, secretary, instructor
- Seeley Lake Chamber of Commerce; member, president, executive director
- Seeley Lake Historical Society; member, president
- Mountain Lakes Presbyterian Church
- National Ski Patrol; member, editor of newsletter, secretary, treasurer, instructor

### Recipient

- Lions Foundation: Melvin Jones Fellow award
- Seeley Lake Community Council: Outstanding Community Service
- National Ski Patrol:
  - Outstanding patroller of the year
  - National appointment
  - Purple merit star for saving a life
  - Award for 50 years of service
  - Lifetime membership award
  - Distinguished service award
  - Mark Behan outstanding instructor award

Born in San Francisco, the fifth generation in California. Raised in the Bay Area, graduated from Menlo Atherton High School. Moved to Montana to attend the University of Montana and met Steve. He graduated and was commissioned, we got married and moved to New York City for his first three year tour of duty. We joined the Hunter Mountain Ski Patrol while in New York. Steve's second tour took us to Rome, Italy for three years where our son was born. While there we started three new patrols of which two are active to this day. After an honorable discharge, we returned to Steve's home town where he continued his education and upon graduation, we moved to Seeley Lake.

**From:** Miriam Patterson <m.patterson.38@outlook.com>  
**Sent:** Saturday, April 10, 2021 10:06 PM  
**To:** slk2559@blackfoot.net  
**Subject:** Re Assessment from Miriam L. Patterson

Here is my input for your April Sewer Board meeting. My Seeley Lake property is 250 A Street which my husband, Jim Patterson, and I purchased in 1963. The assessment decision made by your Board for 2020 raised my property tax by \$1571.83 for the year to \$6450.48. My husband died in 2015 and my income is mainly Social Security, and this assessment has placed a real hardship on me.

I want to encourage your Board to 1) assess all so-called users, ie residential properties, EQUALLY and 2) decide how to fairly assess businesses. A very thriving business such as Roveros should pay more than the humble and not too busy flower shop. This would erase any bitterness towards your efforts by lake owners.

One longtime Seeley resident told me he thinks the County should evaluate each property's septic system, instruct owners with deficient systems to spend the money needed to bring their systems up to code, and thereby clean up the area. Businesses & motels could have their own systems without making the individual residences pay for them. Roughly 10 years ago, my husband and I hired Gary Lewis to put in a new sewer system for us; it is registered as correct with Missoula County. My Seeley Lake close neighbor to the north is Mike Richards. He has a totally new & correct system.

Please consider my ideas without taking the easy way out & going with property valuations. We lake owners had nothing to do with those valuations going so high, and most of us would not think of selling the property. Family ties run deep with these places in beautiful Seeley Lake.

Thank you for considering my ideas.

Miriam L. Patterson  
P.O.Box 267  
Deer Park, WA 99006  
509 276 2730  
or cell 406 677 2185

Sent from Windows Mail

# Correspondence Report

## **Correspondence**

Director Application – Cheryl Thompson  
Miriam Patterson

## **Email Request for Information**

Nick Hogan requested 2022 budget information

## **Email Inquiries**

**SEELEY LAKE SEWER DISTRICT**  
**REGULAR BOARD MEETING**

March 18, 2021

Tom Morris	President	PRESENT	Vacant	Director	
Beth Hutchinson	Vice President	PRESENT	Jason Gilpin	Director	PRESENT
Pat Goodover	Director	PRESENT	Felicity Derry	Secretary	PRESENT
Jean Curtiss	Manager	PRESENT	Kim Myre	Missoula Co	PRESENT

Public Attendance - Appendix A

**CALL TO ORDER:**

The meeting was called to order by Tom Morris at 6:04pm. The meeting was held remotely via Zoom, due to COVID-19.

**APPROVAL OF AGENDA:**

Beth Hutchinson requested that the 2022 Budget be moved to 11e. There were no objections to this amendment.

**PRESIDENT'S COMMENTS:**

Tom Morris commented that there had been many untrue rumors circulating regarding the Board. The Board would continue to be transparent. Board decisions would only be taken during open meetings. The electorate had voted no to the bonds and therefore the Board was obligated to review alternatives, while not unnecessarily spending money.

**PUBLIC COMMENT:**

None.

**CORRESPONDENCE:**

Rural Development (RD)

Jean Curtiss noted that this correspondence, which informed the District that RD was withdrawing the funding, was referenced at the February meeting, but had been received too late to be put on that agenda.

Don Larson

Jean Curtiss noted that Don Larson had repeated his request for the District to reimburse him for his attorney's fees. A response to this letter was under New Business.

MACo

Jean Curtiss noted that MACo would not make any decisions regarding covering the District until April.

**MINUTES:**

February 4 & 24, 2021

Jason Gilpin moved to approve the minutes of the February 4 & 24, 2021 Board Meetings as presented. Pat Goodover seconded the motion. There was no discussion. The motion was carried.

Tom Morris	Aye
Beth Hutchinson	Aye
Pat Goodover	Aye
Jason Gilpin	Aye
Director	Vacant

**FINANCIAL REPORTS:**

Invoices – February 2021

Jean Curtiss suggested that the Board postpone addressing the bond counsel invoice until the April meeting, while the possibility for grant reimbursement was researched.

**Tom Morris moved to hold off discussion and/or action on the bond counsel invoice until the April meeting.**

Jean Curtiss suggested also separating out the DEQ discharge permit invoice until after the budget discussion and outlined the annual cost to renew the discharge permit. Tom Morris noted that there was a motion on the floor. Jason Gilpin, Beth Hutchinson and Pat Goodover all seconded the motion, which carried the motion.

Colleen Krause questioned when the Board was informed that they would have to pay the bond counsel and when the Board had taken action on that. Tom Morris noted that was currently being researched.

**Tom Morris moved to wait to pay the DEQ discharge permit invoice also, until there had been discussion at the next meeting.** Beth Hutchinson seconded the motion. There was no discussion. The motion was carried.

Tom Morris	Aye
Beth Hutchinson	Aye
Pat Goodover	Aye
Jason Gilpin	Aye
Director	Vacant

Jean Curtiss reviewed the invoices for the Board. At the request of Beth Hutchinson Jean Curtiss reviewed the general administration listed on her invoice and outlined the zoom meeting with the Seeley Lake Community Council. The Board discussed the unfinished items within the Great West Engineering (GWE) contract and that Phase II design would be completed by the end of March, but GWE would not perform any other work.

Jason Gilpin moved to approve the invoices for payment, minus those from Dorsey & Whitney and DEQ. Beth Hutchinson seconded the motion. There was no further discussion. The motion was carried.

Tom Morris	Aye
Beth Hutchinson	Aye
Pat Goodover	Aye
Jason Gilpin	Aye
Director	Vacant

Jean Curtiss noted that the Christian, Samson & Baskett invoice had been received late and therefore would be on the April agenda.

### Financial Reports – January 2021

Felicity Derry reviewed the bank account balances at the request of Beth Hutchinson. Jason Gilpin requested that the second page of the check detail be sent to him as it had not been included in his packet.

### MANAGER'S REPORT:

Jean Curtiss reviewed the bond election results and how they could be interpreted with regard to the next steps for the District. Without a project the electorate would expect the District's annual assessment to be minimal. This was reflected in the projected 2022 draft budget. Jean Curtiss outlined the necessary acts of the District and the associated costs.

Jean Curtiss noted that she had been contacted by various legislators with regard to federal COVID funds for Montana and she had provided the legislators with the information that they had requested. Jean Curtiss had a conversation with RD regarding any possible funding from the COVID funds and how that might possibly work with RD. The funders confirmed that none of the expended grant funds would need to be repaid by the District.

Jean Curtiss noted that Vince Chappell had damaged his snowmobile trailer while testing this month and would be submitting a bid for the repair at the next meeting.

### UNFINISHED BUSINESS:

#### Legal Update

Jean Faure informed the Board that she had filed the brief in opposition to the plaintiffs' motion for summary judgement, as well as a brief in support of the District's own motion for summary judgement. Jean Faure then explained what that meant to the District and what the focus of the argument was.

Due to the backlog of cases due to COVID, Jean Faure expected that the judge would rule on the case in about four to six months.



Next Steps - Regarding Closing Out The SBR Project & The Relating Grants

Jean Curtiss outlined what the next steps were with regards to the funding from the LOR Foundation/Community Foundation, RD, RRGL, TSEP, WRDA and STAG. DEQ would need to be notified if the discharge permit was not renewed.

The interlocal agreement with Missoula County will expire in the fall and the Commissioners will be sending a letter releasing some of the commitments. The District will need to repay the expended \$21,000 of the loan from Missoula County.

The District will have to withdraw from the GWE contracts.

Tom Morris added that the funding agencies had confirmed that the District did not have to pay back any of the expended grant funds. Tom Morris questioned if the Board wished to appeal the de-obligation of the RD funds.

**Pat Goodover moved that the District did not plan to appeal the decision of USDA Rural Development to de-obligate their funds.** Beth Hutchinson seconded the motion. There was no discussion. The motion was carried.

Tom Morris	Aye
Beth Hutchinson	Aye
Pat Goodover	Aye
Jason Gilpin	Aye
Director	Vacant

Discussion followed as to whether the notification should be written. It was agreed that Tom Morris should sign the letter and that no Board was needed prior to being sent.

Tom Morris reviewed what action needed to be taken with DNRC/RRGL.

**Pat Goodover moved that the Board submit to DNRC/RRGL the final report and submit a draw for the final \$12,500 for the Phase II grant and to relinquish \$15,000 funds for Phase III planning grant and for Tom Morris to sign it as President.** Beth Hutchinson seconded the motion. There was no discussion. The motion was carried.

Tom Morris	Aye
Beth Hutchinson	Aye
Pat Goodover	Aye
Jason Gilpin	Aye
Director	Vacant

Tom Morris reviewed the actions that needed to be taken with regard to the TSEP grant funds.

Tom Morris moved to notify TSEP that the District will relinquish the \$750,000 award for the Phase I construction, the \$15,000 for the Phase III planning grant and the \$750,000 in HB11 for the Phase II construction. Jason Gilpin seconded the motion. The Board discussed the wording of the motion and that the \$750,000 for Phase II had not been awarded. The motion was carried.

Tom Morris	Aye
Beth Hutchinson	Aye
Pat Goodover	Aye
Jason Gilpin	Aye
Director	Vacant

Tom Morris reviewed the WRDA grant funds, noting that some would be used for the Phase II final design through March 31, 2021, as well as for the bond counsel invoice and the remaining funds would be relinquished. Discussion followed on if there were figures for the items discussed. The amount that WRDA had set aside for the District's final reimbursement was reviewed and that the letter would not be sent until after that reimbursement request had been submitted. Aaron Neilson confirmed that WRDA had agreed to pay the engineering work through March 31, 2021. Discussion followed on approving the letter to be sent to WRDA and the possibility of a special meeting to approve a letter that included precise numbers. A motion and the language to be used in such a motion was discussed.

Pat Goodover moved to submit the qualifying expenses for the Phase II final design work completed through March 31<sup>st</sup> of this year and to submit qualifying expenses for bond counsel related to the design for Phase I and the treatment plant and to relinquish the remaining funds in the 2010, 2017 and 2018 awards, not already invoiced with our last draw and for Tom to sign anything he needs to make this happen. Tom Morris seconded the motion. There was no further discussion. The motion was carried.

Tom Morris	Aye
Beth Hutchinson	Aye
Pat Goodover	Aye
Jason Gilpin	Aye
Director	Vacant

Tom Morris noted that EPA/STAG needed to be notified that the District would relinquish the remaining funds. The Board reviewed how much STAG money remained.

Pat Goodover moved that the District notify EPA and STAG to relinquish \$513,840.06 and for Tom to sign anything that he needs to. Jason Gilpin seconded the motion. There was no further discussion. The motion was carried.

Tom Morris	Aye
Beth Hutchinson	Aye
Pat Goodover	Aye

Jason Gilpin           Aye  
Director                Vacant

Tom Morris requested discussion from the Board on whether to renew the DEQ discharge permit. Discussion followed on the annual expense to maintain the discharge permit and that a different system would require a new permit application.

**Beth Hutchinson moved to send a letter to DEQ indicating that the District does not wish to renew the discharge permit on the property up by the airport and that Tom should sign it. Tom Morris seconded the motion. There was no further discussion. The motion was carried.**

Tom Morris            Aye  
Beth Hutchinson      Aye  
Pat Goodover         Aye  
Jason Gilpin          Aye  
Director                Vacant

Discussion followed regarding withdrawing from the GWE contract, not proceeding with Phase III and that GWE would complete the Phase II design through March 31, 2021. Amy Deitchler confirmed that taking official action on this at the April meeting would work for GWE.

**NEW BUSINESS:**

**Process for Appointing a Director**

Jean Curtiss, as a private citizen, had requested an amendment to HB255 and it had been granted. The current status of HB255 and the changes that had been made to the bill were reviewed. Discussion followed on the Board members sending comments on HB255 and how the District should proceed to fill the vacant director position. Who qualified for the position was reviewed. The Board agreed that there should be preapproved questions for the interviews and that the Board should send those questions to the Secretary.

The Board agreed that the process should not be rushed on account of HB255 and that a committee to approve the questions should consist of Pat Goodover and Tom Morris.

Colleen Krause suggested that one of the criteria should be those that had taken an interest and attended the meetings.

The Board agreed that Beth Hutchinson should draft an advertisement that would be sent to Jean Curtiss, who would ensure that it complied with state law before submitting it for publication in the Pathfinder's next issue. The Board agreed that the applications should be requested by April 13, 2021 and discussed when the interviews could take place.

Tom Morris needed to take a break and relinquished the chair to Beth Hutchinson.

Beth Hutchinson moved to persue an application process that will involve having people submit a letter of interest and resumes and then to meet with the Board for an interview. The Board will not necessarily have to accept these applicants if they are not suitable. Tentatively the schedule is to put an ad in for March 22<sup>nd</sup> and March 29<sup>th</sup>. To collect applications by April 13<sup>th</sup> and to decide at the April meeting when the interviews will be conducted. Pat Goodover seconded the motion. There was no discussion. The motion was carried.

Tom Morris	Absent
Beth Hutchinson	Aye
Pat Goodover	Aye
Jason Gilpin	Aye
Director	Vacant

Resolution# 03182021a - Postponing the Project Until Adequate Funding is Authorized, Approved and Available

This resolution had originated from Aaron Neilson, with input from the District's bond counsel. Aaron Neilson clarified that the resolution documented the history of the resolutions and showed the trajectory to this point. This resolution would put the project on hold until adequate funding was available.

Tom Morris returned to the meeting.

There was in depth discussion regarding the wording and intent of the resolution and that certain language had been included by the bond counsel. Tabling the item until after the Executive Session was discussed. The language of the resolution and the purpose of the District, with regards to the resolution was discussed with Aaron Neilson. Aaron Neilson suggested continuing the conversation in the Executive Session. Discussion continued as to the wording of the resolution between the Board and Aaron Neilson. Beth Hutchinson requested that this item be tabled until after the Executive Session.

Nathan Bourne questioned closing the meeting to discuss the resolution, when it was not covered under litigation. The Board discussed closing the meeting. Aaron Neilson clarified that it would be to discuss anything relating to the lawsuit and not the resolution itself.

**Beth Hutchinson moved that in the last whereas, ultimate completion of the project is scratched and furtherance of the District's purpose. Then in the resolved that a sewer system project is scratched and the District's purpose is put in there.**

Arron Neilson noted that the last recital had changed it to read, "while equally devoted to the furtherance of the District's purpose." Then in the resolution portion it read, "with undertakings in furtherance of the District's purpose." This made the resolution more general and in line with the District's purpose.

Jean Curtiss read the resolved paragraph, “Resolved that the District hereby places plans for the project on hold until the District’s then-existing board of directors finds sources of adequate funding to proceed with undertakings in furtherance of the District’s purpose.” Discussion followed on removing “adequate funding” from the paragraph. After much discussion, the Board agreed that “adequate funding” should remain. The language of the resolved paragraph in Beth Hutchinson’s motion was compared to what had been read and they were found to say basically the same thing. Pat Goodover seconded the motion. There was no further discussion. The motion was carried.

Tom Morris	Aye
Beth Hutchinson	Aye
Pat Goodover	Aye
Jason Gilpin	Aye
Director	Vacant

Tom Morris clarified that when he returned, he had retaken the chair from Beth Hutchinson.

### Resolution# 03182021b – To Reprioritize and Broaden District Efforts to Address Wastewater Treatment

Tom Morris read the resolution. The Board discussed the public rejecting the financing and not the system and agreed to change the wording to reflect that. The Board and Aaron Neilson discussed what the public had voted on. Aaron Neilson and the Board further discussed the language of the first paragraph and agreed to, “the qualified Seeley Lake Sewer District electorate voted on February 23 to not support the bonding measures by 198 to 98.”

The Board discussed the second paragraph and agreed to remove “SBR treatment system” and “USDA” from the second paragraph.

Discussion moved to the language and the intent of the resolution. Aaron Neilson suggested changing the language to, “shall continue to evaluate existing and other wastewater treatment systems within the District.” Pat Goodover, as well as Jim Erven, agreed with Aaron Neilson’s amendment. There was further discussion with Aaron Neilson regarding the language and intent of the resolution.

Beth Hutchinson suggested the following language, “therefore be it resolved that the Seeley Lake Sewer District board of directors shall move forward to pursue various options to address wastewater treatment within the District.” This language was discussed and Aaron Neilson suggested replacing “pursue” with “evaluate”. After further discussion the Board agreed to, “study and evaluate options to address wastewater treatment.”

The Board and Aaron Neilson reviewed how the two resolutions fit together and whether they could be combined. The purpose of the second resolution was defined and discussed. The Board agreed that the two resolutions should be separate.

The language of the title was reviewed and it was agreed that it should reflect the language used in the resolved paragraph. The amendments to the resolution were reviewed. Beth Hutchinson read the amended resolution.

The Board agreed to remove "SBR treatment system" from the first whereas, to replace "aside from" with "in addition to" in the fourth whereas and to replace "various options" with "options" in the resolved paragraph.

**Beth Hutchinson moved to pass this resolution with the last editing modifications, taking out the various and taking in the resolved and taking out SBR in the first whereas.** Pat Goodover seconded the motion. There was no further discussion. The motion was carried.

Tom Morris	Aye
Beth Hutchinson	Aye
Pat Goodover	Aye
Jason Gilpin	Aye
Director	Vacant

Nathan Bourne noted that he would send the information he had received from Rural Development regarding funding for alternative systems.

### Phase III Preliminary Work

Jean Curtiss gave the Board some background on the decision to move forward or not with Phase III.

**Tom Morris moved to terminate the contract for the preliminary work on Phase III and notify the funders.** Beth Hutchinson seconded the motion. Pat Goodover added to the motion that Tom Morris should sign the necessary paperwork. **Tom Morris reiterated the motion to terminate the contract for the preliminary work on Phase III, to notify the funders and that the President should sign the necessary paperwork.** There was no discussion. The motion was carried.

Tom Morris	Aye
Beth Hutchinson	Aye
Pat Goodover	Aye
Jason Gilpin	Aye
Director	Vacant

### 2022 Budget, Including Monitoring Wells & Testing Parameters

Jean Curtiss shared the FY2022 budget working document on the screen and reviewed the draft budget, noting that the figures assumed that the Board would only meet four times a year. Also, reminding the Board that a methodology for the fee assessment would need to be discussed and approved.

Beth Hutchinson felt that the Board should continue to meet monthly as there was so much work to be done and invited discussion on that subject. Pat Goodover agreed that the Board should actively pursue options, which would require more frequent meetings. Tom Morris concurred that the Board needed to do what they had been elected to do, despite the effect that would have on the budget. Jason Gilpin agreed that the Board had a responsibility to meet monthly and should continue to do so. The Board agreed by consensus that monthly meetings should be reflected in the draft budget.

The well and lake tests performed and reducing the testing frequency was discussed. Jim Erven felt that the Health Department would not support reducing the testing, noting that the Health Department was discussing options for data gathering to assist with regulatory decisions. The continuity of the data was discussed.

Beth Hutchinson reviewed the estimated cost to drill five additional wells and suggested holding a public hearing to gauge public opinion. Chloride testing was discussed and possible sources for chlorides. Pat Goodover suggested keeping the quarterly testing, but felt that the additional wells could be addressed in the future. Aaron Neilson added that the Board had the option of calling a special meeting if the Board chose to hold quarterly meetings. The additional wells were discussed further. Tom Morris requested public comment. There was no public comment.

**Pat Goodover moved to test four times a year and to drill the additional five wells when possible.** Beth Hutchinson seconded the motion. Colleen Krause noted that she would welcome testing on C Street and was fine with the increase to the budget, if it was assessed as a flat fee. Nathan Bourne estimated that there would be \$70,000 to \$80,000 in the reserve funds, which could be used to pay for the additional wells, whereby reducing the 2022 budget. Jean Curtiss reviewed the items that were over budget in the current budget and what effect that had. Tom Morris felt that the District should budget for its expenditures, and then reduce the budget accordingly the following year as needed. The motion was carried.

Tom Morris	Nay
Beth Hutchinson	Aye
Pat Goodover	Aye
Jason Gilpin	Aye
Director	Vacant

Jean Curtiss noted that the Board needed to discuss the fee assessment methodology at the April meeting and then reviewed the options available to the District. The Board discussed the different methods and those that the District had utilized in the past. The Board discussed the flat fee, the market value and the commercial residential bare lot methods. The Board requested that the fee assessment methodology options be brought to the April meeting for review. Jean Curtiss outlined the public process for the budget and then for the fee assessment methodology. Aaron Neilson suggested that the Board not adopt the budget before it had been finalized. The Board agreed to the changes that had been made to the draft FY2022 budget during the meeting and that the draft FY2022 budget and two assessment methodologies would be reviewed at the April meeting.

Kim Myre noted that preparing the market value methodology would not be a problem and questioned when the assessment methodologies would need to be posted on the website. Also, when the draft FY2022 budget would be posted online. Jean Curtiss reviewed which assessment methodologies needed to be prepared for review at the April meeting.

**Pat Goodover moved to put out the working budget that had been prepared for further discussion and decision making at the next meeting.** Beth Hutchinson seconded the motion. The motion was carried.

Tom Morris	Aye
Beth Hutchinson	Aye
Pat Goodover	Aye
Jason Gilpin	Aye
Director	Vacant

### Response to Don Larson Correspondence

**Beth Hutchinson moved that Jean Curtiss find the last letter the Board sent to him and send it again.** Aaron Neilson suggested replying by saying, kindly no. The response letter that had been drafted was reviewed, discussed and amended to just say, no. Beth Hutchinson approved the modification to the motion; however, was happy with the first letter. Discussion followed on the language that should be used in the letter. Beth Hutchinson gave Aaron Neilson some background on the Larson case and possible developments. Aaron Neilson felt that this was possible legal advice on a case unfamiliar to him and should be discussed in an Executive Session. The Board discussed whether it could be discussed at this meeting or, at the April meeting. Beth Hutchinson withdrew her motion.

**Pat Goodover moved to respond by saying your request is denied and leave it at that.** Tom Morris seconded the motion. There was no discussion. The motion was carried.

Tom Morris	Aye
Beth Hutchinson	Aye
Pat Goodover	Aye
Jason Gilpin	Aye
Director	Vacant

**Jason Gilpin moved to enter into Executive Session for Legal Strategy Regarding the Lawsuit.** Pat Goodover seconded the motion. There was no discussion. The motion was carried.

Tom Morris	Aye
Beth Hutchinson	Aye
Pat Goodover	Aye
Jason Gilpin	Aye
Director	Vacant



All of the Regular Board Meeting attendees who did not attend the Executive Session were placed in the Zoom meeting waiting room while the Executive Session took place.

**EXECUTIVE SESSION:**

The Board entered into the Executive Session at 9:37pm. The Executive Session concluded and the Regular Board Meeting resumed at 10:11pm.

The public rejoined the meeting from the Zoom waiting room at 10:11pm.

**NEXT REGULARLY SCHEDULED MEETING: April 15, 2021**

**AGENDA ITEMS FOR NEXT SCHEDULED MEETING:**

Tom Morris noted that the following items should be added to the April agenda: FY2022 Budget & Assessment Methodology, Appointing a Director, Appointment Committee Report, Funding Final Report, GWE Contract and Alternatives - Discussion

**ADJOURNMENT OF MONTHLY BOARD MEETING:**

Tom Morris moved to adjourn the meeting at 10:17pm. Jason Gilpin seconded the motion. There was no discussion. The motion was carried.

Tom Morris	Aye
Beth Hutchinson	Aye
Pat Goodover	Aye
Jason Gilpin	Aye
Director	Vacant

Attest:

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Tom Morris, President

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Felicity Derry, Secretary

03/18/2021  
Seeley Lake Sewer District  
Regular Board Meeting

**Seeley Lake Sewer District  
Invoices for March 2021**

**District:**

Seeley Lake Water District - <i>Inv#195 March 2021</i>	\$525.10
Curtiss Consulting - <i>March/April</i>	\$1,660.00
Felicity Derry - <i>March/April</i>	\$600.16
Missoula County Elections Office - <i>Bond Election</i>	\$2,645.82
Pathfinder - <i>Inv#26324 Director Vacancy Ad 3/25 &amp; 4/1</i>	\$80.00
Immense Impact - <i>Inv#21-0412KBV Website Renewal</i>	\$417.45
ME Lab - <i>Inv#2102528 Well &amp; Lake Monitoring</i>	\$160.65
ME Lab - <i>Inv#2102534 State Lands</i>	\$676.80
Christian, Samson & Baskett - <i>Inv#6771 (February 2021)</i>	\$322.00
Christian, Samson & Baskett - <i>Inv#6873 (March 2021)</i>	\$5,922.50
	<b>\$13,010.48</b>

**Project:**

Great West Engineering - <i>Inv#23674 February, 21 - April 1, 2021 Phase 2</i>	\$29,150.00
Dorsey & Whitney - <i>Inv#3648622</i>	\$55,043.93
<b>Project Total</b>	<b>\$84,193.93</b>

Proposed Grant Funds  
District Funds

**Total Invoices:**

**\$97,204.41**

**Proposed Grant Reimbursement/District Match For Project Invoices**

Invoice	Total	WRDA	RRGL	District Match
GWE#23674 Dorsey	\$0.00	\$0.00		\$0.00

**Total Grant Funds Requested** **\$0.00**

**Seeley Lake - Missoula County Water District**

PO Box 503  
Seeley Lake, MT 59868-0503

Phone # 406-677-2559

**Invoice**

DATE	INVOICE #
4/1/2021	195

BILL TO
Seeley Lake Sewer District PO Box 403 Seeley Lake, MT 59868-0403

SHIP TO

P.O. NUMBER	TERMS	REP	SHIP	VIA	
	Due on Receipt		4/1/2021	Vince	

QUANTITY	ITEM CODE	DESCRIPTION	PRICE EACH	AMOUNT
27	MiscI	Bookkeeping & Admin March 2021	15.00	405.00
364	MiscO	Copies	0.05	18.20

THANK YOU!	<b>Total</b>	\$423.20
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**CURTISS CONSULTING, LLC  
1419 HOWELL ST  
MISSOULA, MT 59802**

**DISTRICT MANAGER FOR SEELEY LAKE SEWER DISTRICT BOARD INVOICE**

<b>3-14-21</b>	<b>Board prep, budget draft</b>	<b>3 hrs</b>
<b>3-15-21</b>	<b>Board prep, phone calls, emails</b>	<b>5 hrs</b>
<b>3-16-21</b>	<b>Legal, board prep, budget, admin</b>	<b>6.5 hrs</b>
<b>3-17-21</b>	<b>review legal brief, board prep, board mtg</b>	<b>7.5 hrs</b>
<b>3-18-21</b>	<b>board mtg followup</b>	<b>2.5 hrs</b>
<b>3-22-21</b>	<b>emails, admin</b>	<b>1 hr</b>
<b>3-23-21</b>	<b>review of DNRC lease, emails</b>	<b>1 hr</b>
<b>3-24-21</b>	<b>emails, calls, admin</b>	<b>2 hrs</b>
<b>3-25-21</b>	<b>general admin,</b>	<b>2 hrs</b>
<b>3-29-21</b>	<b>LTE to Pathfinder</b>	<b>1 hr</b>
<b>3-31-21</b>	<b>General admin</b>	<b>2 hr</b>
<b>4-5-21</b>	<b>general admin</b>	<b>1 hr</b>
<b>4-7-21</b>	<b>budget, agenda, elections followup</b>	<b>3 hrs</b>
<b>4-8-21</b>	<b>communication with WRDA and elections</b>	<b>2 hrs</b>
<b>4-9-21</b>	<b>board meeting prep</b>	<b>2 hrs</b>
<b>Total 41.5 hours @ \$40/hr</b>		<b>\$1660</b>

**Payable to Curtiss Consulting, LLC**

Felicity Derry  
March/April 2021

Date	Time	Subject	Hours
3/17/2021	12:15-3:15p	Admin	3.00
3/18/2021	9:00-11:45a	Admin	2.75
3/18/2021	5:45-10:15p	Meeting	4.50
3/22/2021	4:45-8:00p	Meeting Mins	3.25
3/23/2021	3:45-9:15p	Meeting Mins	5.50
3/30/2021	4:00-9:15p	Meeting Mins	5.25
4/5/2021	3:45-8:15p	Meeting Mins	4.50
4/7/2021	4:30-8:45p	Admin & Meeting Mins	4.25
4/9/2021	7:15-9:15p	Admin & Meeting Mins	2.00
4/10/2021	9:00-1:00p	Admin & Meeting Mins	4.00
			<hr/>
			39.00

39 x \$15 = \$585

Domain Renewal	\$15.16
	<hr/>
	\$585.00
	<hr/>
	<b>\$600.16</b>



# RECEIPT

Namecheap, Inc.  
4600 East Washington Street, Suite 305,  
Phoenix, AZ 85034  
USA

www.namecheap.com

Order # 72987449

support@namecheap.com

Order Date	: 4/13/2021 9:32:19 AM	Payment Source	: CreditCard
Order Number	: <b>72987449</b>	Initial Charge	: \$15.16
Transaction ID	: 84117245	Final Cost	: \$15.16
User Name	: SeeleySewer	Total Refund	: \$0.00
Address	: Felicity Derry 3360 Highway 83 N Seeley Lake MT , 59868 US	Refund Transaction ID	: N/A
		Refunded To	: N/A

TYPE	NAME	QTY	DURATION	PRICE	SUB TOTAL
RENEW	Domain Renewal seeleysewer.org	1	1 year	\$14.98	\$14.98 ICANN Fee \$0.18
RENEW	Domain Privacy	1	1 year	\$0.00	\$0.00 ICANN Fee \$0.00
Sub Total					\$15.16
<b>TOTAL</b>					<b>\$15.16</b>

Additional Transaction Details:

Order	# 6e525413-f8d8-42ce-9175-0069c5b04e4d
Approval	# ch_1lfmLlI2aKwfvOvnHVZSG2De



ELECTIONS OFFICE  
140 NORTH RUSSELL STREET  
MISSOULA MT 59801-1704

PHONE: (406) 258-4751

April 8, 2021

Seeley Lake Sewer District  
3360 Highway 83 North  
Seeley Lake, MT 59868

Greetings,

This invoice represents a CORRECTED listing of billable expenses related to administration of the February 23<sup>rd</sup>, 2021 Seeley Lake Sewer District / Phase 1 Subdistrict Election, by category.

Feel free to contact me if you have any questions.

<b>Category</b>	<b>Amount</b>
Printing (233+397 Ballots)	\$874.25
Envelopes/Stock	\$302.40
Postage	\$310.51
Fixed Costs	\$18.41
Labor	\$340.42
Coding/IT	\$799.83
<b>TOTAL DUE</b>	<b>\$2,645.82</b>

Please Remit Payment To:

Missoula County Elections  
140 N Russell St  
Missoula, MT 59801-1704

Sincerely,

Nathan D. Coyan  
Deputy Elections Administrator

(406) 258-4751  
[www.MissoulaVotes.com](http://www.MissoulaVotes.com)

Seeley Swan

# PATHFINDER



Pathfinder LLC, PO Box 702, Seeley Lake MT 59868  
406-677-2022

Seeley Lake Sewer District  
PO Box 403  
Seeley Lake, MT 59868

Invoice #:  
00026324

			TERMS	DATE	PG.
			Net 10	3/31/21	1
QTY.	DESCRIPTION	PRICE	UNIT		EXTENDED
8	Local Rate, 3/25 issue, Director Vacancy	\$5.00	1 ci		\$40.00
8	Local Rate, 4/1 issue, Director Vacancy	\$5.00	1 ci		\$40.00
<p>Please pay promptly; a Late Charge will be added to all past due balances. Each month a \$10 late charge will be added to outstanding balances under \$100, and balances of \$100 and over will be charged 10% of the outstanding balance.</p>			TOTAL		\$80.00
			ON ACCOUNT		\$0.00
			BALANCE		\$80.00



Immense Impact, LLC.  
P.O. Box 121034  
Arlington TX 76012



# ImmenseImpact

Home of RuralWaterImpact.com &  
MunicipalImpact.com

Seeley Lake Sewer District  
Attn: Ms. Felicity Derry  
281 Rice Ridge Road  
P.O. Box 403  
Seeley Lake MT 59868

Website Invoice # 21-0412KBV  
Website Invoice Date April 10, 2021  
PO # 19-0510SLS  
**Balance Due (USD) \$417.45**

Item	Description	Unit Cost	Quantity	Line Total
RWI T1 Annual Subscription	Rural Water Impact Tier 1 (0-750 connections) Annual Website Subscription Includes Hosting, Unlimited Customer Support, All Website Software Updates & Upgrades.	455.40	1	455.40
RWI Tier 1 Giving Back	RWI Tier 1 Customer Appreciation - 1 Month Free with Annual Subscription (\$37.95).	-37.95	1	-37.95
<b>Total</b>				<b>417.45</b>
Amount Paid				0.00
<b>Balance Due (USD)</b>				<b>\$417.45</b>

### Terms

Kindly Remit Payment to Immense Impact, LLC. (Home of Rural Water Impact) by: May 10, 2021.

Payment of your website subscription invoice constitutes full and total agreement of the Terms & Conditions and Privacy Policy set forth by Immense Impact.

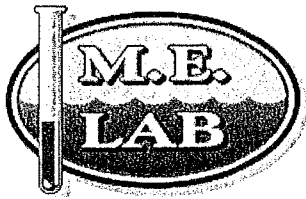
Questions? Give us a call at (888) 551-4815 or email us at [support@ruralwaterimpact.com](mailto:support@ruralwaterimpact.com).

### Notes

Seeley Lake Sewer District's Annual Website Subscription Dates: May 10, 2021 to May 10, 2022.

Immense Impact, LLC thanks the good people of Seeley Lake Sewer District for their annual Rural Water Impact website subscription business! Our mission is to make life in your website world easier and more efficient :-)

Rural Water Impact Websites - Positively Impacting Communities & Water Systems across North America!



Montana Environmental Laboratory LLC

P.O. Box 8900  
Kalispell, MT 59904  
www.melab.us

INVOICE

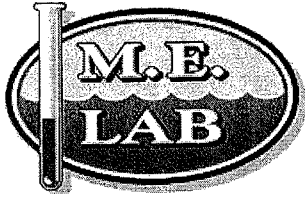
Invoice Date: 03/25/2021  
Invoice #: 2102528

Felicity Derry  
Seeley Lake Sewer District  
P.O. Box 403  
Seeley Lake, MT 59868

Order#: M2102528
PO #:
Project: Quarterly Monitoring Wells

Service	Procedure Description	QTY	Price	Price Factor	Invoice Amount
Laboratory	Coliform	3	\$68.00	15%	\$173.40
	Chloride	5	\$22.00	15%	\$93.50
	Nitrate + Nitrite, Total	5	\$23.00	15%	\$97.75
Office	Additional copies or faxes	1	\$1.00	0%	\$1.00
	Postage	1	\$25.00	0%	\$25.00

Balance Due: \$390.65  
MCHD 230.00  
\$160.65



Montana Environmental Laboratory LLC

P.O. Box 8900  
 Kalispell, MT 59904  
 www.melab.us

**INVOICE**

Invoice Date: 03/25/2021  
 Invoice #: 2102534

Vince Chappell  
 Seeley Lake Sewer District  
 P O Box 403  
 Seeley Lake, MT 59868

Order#: M2102534
PO #:
Project: Proposed Plant Site

Service	Procedure Description	QTY	Price	Price Factor	Invoice Amount
Laboratory	Ammonia	3	\$25.00	15%	\$63.75
	Chloride	3	\$22.00	15%	\$56.10
	Coliform, Fecal	3	\$45.00	15%	\$114.75
	Conductivity	3	\$12.00	15%	\$30.60
	Nitrate + Nitrite, Total	3	\$23.00	15%	\$58.65
	Organic Carbon, Total (TOC)	3	\$47.00	0%	\$141.00
	pH	3	\$12.00	15%	\$30.60
	Total Dissolved Solids (TDS)	3	\$20.00	15%	\$51.00
	Total Kjeldahl Nitrogen (TKN)	3	\$37.00	15%	\$94.35
Office	Postage	1	\$36.00	0%	\$36.00

**Balance Due: \$676.80**

**Christian, Samson & Baskett, PLLC**

310 W Spruce St.  
Missoula, MT 59802

(406) 721-7772

Invoice submitted to:

Seeley Lake Sewer District  
c/o Jean Curtiss  
jcurtiss53@gmail.com  
P.O Box 403  
Seeley Lake, MT 59868

March 16, 2021

**Balance Due: \$322.00**

Charges through: 2/28/2021

Invoice # 6771

Professional Services

		<u>Hours</u>	<u>Amount</u>
	<u>SE42-03 General Matters</u>		
2/18/2021	AMN Exchange emails with J. Curtiss;	0.20	
2/19/2021	WBC Research legal issues; Forwarded answer to Jean Curtiss and supervising attorney.	0.40	
2/23/2021	AMN Review Jean's email;	0.10	
2/24/2021	AMN Read the appeal letters from the US Department of Agriculture; email the District's manager, its litigation counsel, and its bond counsel re same;	0.30	
2/26/2021	AMN Exchange emails with J. Curtiss and others; review HB 255	0.40	
	<b>SUBTOTAL:</b>	[ 1.40	322.00]
	For professional services rendered	1.40	\$322.00
	Previous balance		\$800.00
2/26/2021	Payment - Thank You. Check No. 68001907		(\$800.00)
	Total payments and adjustments		(\$800.00)

	<u>Amount</u>
Balance due	<u>\$322.00</u>

A service charge of 1% per month (12% APR) will be charged on all invoices not paid within 30 days from the invoice date.

Please make amounts payable to Christian, Samson & Baskett, PLLC. If you wish to pay by credit card, please visit our website at [CSBLawOffice.com](http://CSBLawOffice.com). A processing surcharge of 2.5% will be applied to all credit card transactions.

**Christian, Samson & Baskett, PLLC**

310 W Spruce St.  
Missoula, MT 59802

(406) 721-7772

Invoice submitted to:

Seeley Lake Sewer District  
c/o Jean Curtiss  
jcurtiss53@gmail.com  
P.O Box 403  
Seeley Lake, MT 59868

April 12, 2021

**Balance Due: \$5,922.50**

**Charges through: 3/31/2021**

Invoice # 6873

Professional Services

		<u>Hours</u>	<u>Amount</u>
	<u>SE42-03 General Matters</u>		
3/1/2021	AMN Review emails; prepare for meeting; attend meeting re next steps for the District; email J. Curtiss;	1.60	
3/2/2021	ML Reviewed email folders for copies of complaint, resolutions and by-laws; Sent to Bridger	0.30	
	WBC Inter office meeting regarding Resolution	0.20	
	WBC Researched whether an entity can rescind a resolution. Involved brief research into potential reliance interest arguments that could be raised by Seeley residents. Spoke with supervising attorney regarding the same.	1.80	
3/3/2021	AMN Review Bridger's research; review Jean's draft resolution; email Jean Curtiss, Jean Faure, and Dan Semmens re same;	0.40	
3/4/2021	AMN Exchange emails with J. Curtiss and J. Faure; review the next steps document J. Curtiss emailed to me; review and update the board resolution to postpone the project due to lack of adequate funding; phone call with administrative agencies; email J. Curtiss and J. Faure my notes from that call; email the draft resolution to J. Curtiss, J. Faure, and D. Semmens; legal research;	3.20	

			<u>Hours</u>	<u>Amount</u>
3/4/2021	WBC	Drafted v.3 of resolution.	0.30	
	WBC	Drafted v.2 of resolution of board to postpone resolutions. Inter-office meeting regarding the same.	0.90	
	WBC	Drafted Resolution to Rescind Resolutions No.09072016, No.11082017, No.12212017, No.08152019A, No.11192020 and No.07162020B. Forwarded to supervising attorney. Inter-office meeting regarding the same.	2.00	
3/5/2021	AMN	Exchange emails with Jean and Bridger; review Jean's emails;	0.30	
	WBC	Researched how frequently sewer district board must meet under its Bylaws. Researched whether sewer district must have a GM.	1.50	
3/8/2021	WBC	Review of Bylaws to see how they may be amended. Review of MT State law to check for meeting frequency requirements and notice requirements.	0.50	
	AMN	Review Bridger's research; email Jean Curtiss re same; email Bridger;	0.30	
3/10/2021	AMN	Exchange emails re the March 18 board meeting; calendar same;	0.10	
	AMN	Review Dan's proposed edits to the resolution; email Jean re Bridger's proposed resolution to amend the Bylaws to change from monthly board meetings to as-needed board meetings;	0.50	
3/11/2021	WBC	Researched whether district must pursue only community based projects or if smaller "cluster" projects are allowable. Involved research into specifics of what cluster systems entail. Drafted memo and forwarded to supervising attorney.	1.80	
3/13/2021	AMN	Exchange emails with J. Curtiss re Dan's engagement letter; review the District's Bylaws re same;	0.30	
3/15/2021	AMN	Review emails between Jean C., Jean F., and Dan; update the resolution and email it to Jean C., Jean F., and Dan; prepare for meeting by reading about the pros and cons of cluster systems, and review Montana law related to sewer districts; meet with Jean C. and Dan;	1.70	
3/16/2021	AMN	Review the meeting agenda and related documents in preparation for Thursday's meeting;	0.40	
3/18/2021	AMN	Prepare for public meeting; attend public meeting;	4.90	

	<u>Hours</u>	<u>Amount</u>
3/24/2021 AMN Exchange emails with Jean; meet with Bridger to discuss the lease with DNRC;	0.20	
3/26/2021 WBC Researched whether Sewer District can charge different rates to commercial properties vs. residential properties. Forwarded research to supervising attorney. Recommended potentially pursuing AG opinion letter.	2.60	
SUBTOTAL:	[ 25.80	5,600.50]
For professional services rendered	25.80	\$5,600.50
Previous balance		\$322.00
Balance due		<u>\$5,922.50</u>

A service charge of 1% per month (12% APR) will be charged on all invoices not paid within 30 days from the invoice date.

Please make amounts payable to Christian, Samson & Baskett, PLLC. If you wish to pay by credit card, please visit our website at [CSBLawOffice.com](http://CSBLawOffice.com). A processing surcharge of 2.5% will be applied to all credit card transactions.





PO Box 4817  
2501 Belt View Drive  
Helena, MT 59604  
Phone: 406.449.8627

Seeley Lake Sewer District  
Pat Goodover, District President  
PO Box 403  
Seeley Lake, MT 59868

Invoice number 23674  
Date 04/01/2021  
Project 1-19246 SEELEY LAKE PHASE 2

Professional Services from February 21, 2021 through April 01, 2021

	<u>Amount</u>	
<b>10-13 Preliminary Design</b>		
Contract Amount	149,600.00	
Percent Complete	100.00	
Prior Billed	149,600.00	
Total Billed	149,600.00	
		Current Billed 0.00
<b>11-13 Final Design</b>		
Contract Amount	116,600.00	
Percent Complete	100.00	
Prior Billed	87,450.00	
Total Billed	116,600.00	
		Current Billed 29,150.00
<b>12-13 Bidding &amp; Negotiating</b>		
Contract Amount	51,000.00	
Percent Complete	0.00	
Prior Billed	0.00	
Total Billed	0.00	
		Current Billed 0.00
<b>13-13 Construction</b>		
Contract Amount	313,000.00	
Percent Complete	0.00	
Prior Billed	0.00	
Total Billed	0.00	
		Current Billed 0.00
<b>14-13 Post-Construction</b>		
Contract Amount	20,000.00	
Percent Complete	0.00	
Prior Billed	0.00	
Total Billed	0.00	
		Current Billed 0.00

		<u>Amount</u>
<b>15-13 Resident Project Representative (RPR)</b>		
Contract Amount	420,800.00	
Percent Complete	0.00	
Prior Billed	0.00	
Total Billed	0.00	
	Current Billed	<u>0.00</u>
	Total	<u>29,150.00</u>
	Invoice total	<u><u>29,150.00</u></u>

**Invoice Summary**

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Remaining	Remaining Percent	Current Billed
<b>10-13 Preliminary Design</b>	149,600.00	100.00	149,600.00	149,600.00	0.00	0.00	0.00
<b>11-13 Final Design</b>	116,600.00	100.00	87,450.00	116,600.00	0.00	0.00	29,150.00
<b>12-13 Bidding &amp; Negotiating</b>	51,000.00	0.00	0.00	0.00	51,000.00	100.00	0.00
<b>13-13 Construction</b>	313,000.00	0.00	0.00	0.00	313,000.00	100.00	0.00
<b>14-13 Post-Construction</b>	20,000.00	0.00	0.00	0.00	20,000.00	100.00	0.00
<b>15-13 Resident Project Representative (RPR)</b>	420,800.00	0.00	0.00	0.00	420,800.00	100.00	0.00
<b>60-13 Geotechnical Investigation</b>	10,000.00	0.00	0.00	0.00	10,000.00	100.00	0.00
<b>61-13 TSEP - Phase 2 Application Revision</b>	5,000.00	100.00	5,000.00	5,000.00	0.00	0.00	0.00
Total	1,086,000.00	24.97	242,050.00	271,200.00	814,800.00	75.03	29,150.00

**Aging Summary**

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
22952	11/18/2020	11,660.00					11,660.00
23138	12/18/2020	5,830.00				5,830.00	
23327	01/22/2021	11,660.00			11,660.00		
23502	02/26/2021	23,320.00	23,320.00				
23674	03/25/2021	29,150.00	29,150.00				
	Total	81,620.00	52,470.00	0.00	11,660.00	5,830.00	11,660.00

Payments are due within 30 days of the invoice date. Thank you.



(Tax Identification No. 41-0223337)

STATEMENT OF ACCOUNT FOR PROFESSIONAL SERVICES

Invoice No. 3648622

Client: 489360-00001

Ms. Jean Curtiss  
District Manager  
Seeley Lake-Missoula County Sewer District  
3360 Highway 83 North  
Seeley Lake, MT 59868

For Legal Services Rendered from August 2019 through February 2021

Re: Proposed Issuance of Bonds  
Seeley Lake-Missoula County Sewer District, Montana

Total For Services and Disbursements	\$55,043.93
Total this Statement	<u>\$55,043.93</u>

Service charges are based on rates established by Dorsey & Whitney. A schedule of those rates has been provided and is available upon request. Disbursements and service charges, which either have not been received or processed, will appear on a later statement.

ALL INVOICES ARE DUE 30 DAYS FROM DATE OF INVOICE UNLESS OTHERWISE EXPRESSLY AGREED BY DORSEY & WHITNEY

	FEBRUARY	MTHLY	2021 FISCAL	YTD	2021	% OF
OPERATING BILLED INCOME	2021	BUDGET	YTD	BUDGET	BUDGET	BUDGET
Fee Assessment	\$1,576.35	\$17,860.75	\$134,039.21	\$142,886.00	\$214,329.00	62.5
Interest Income CAB	\$61.78	\$0.00	\$599.33	\$0.00	\$0.00	
Interest Income Missoula County	\$28.07	\$0.00	\$332.78	\$0.00	\$0.00	
<b>TOTAL OPERATING INCOME</b>	<b>\$1,666.20</b>	<b>\$17,860.75</b>	<b>\$134,971.32</b>	<b>\$142,886.00</b>	<b>\$214,329.00</b>	<b>63.0</b>

#### OPERATING EXPENSES

Audit	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
Bookeeping	\$435.00	\$416.67	\$3,922.50	\$3,333.33	\$5,000.00	78.5
Dues & Subscriptions	\$250.00	\$41.67	\$289.00	\$333.33	\$500.00	57.8
Election	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
Equipment	\$0.00	\$4.17	\$0.00	\$33.33	\$50.00	0.0
Income Survey	\$0.00	\$62.50	\$0.00	\$500.00	\$750.00	0.0
Insurance - Liability	\$0.00	\$166.67	\$1,000.00	\$1,333.33	\$2,000.00	50.0
Legal	\$322.00	\$0.00	\$4,753.05	\$10,000.00	\$15,000.00	31.7
Licenses & Fees	\$0.00	\$81.25	\$0.00	\$650.00	\$975.00	0.0
Meals & Entertainment	\$0.00	\$4.17	\$0.00	\$33.33	\$50.00	0.0
Office Supplies	\$16.40	\$33.33	\$603.96	\$266.67	\$400.00	151.0
Postage	\$0.00	\$58.33	\$453.20	\$466.67	\$700.00	64.7
Public Relations	\$0.00	\$100.00	\$157.00	\$800.00	\$1,200.00	13.1
Manager	\$1,670.00	\$0.00	\$16,940.00	\$25,600.00	\$38,400.00	44.1
Secretary	\$450.00	\$350.00	\$3,817.50	\$2,800.00	\$4,200.00	90.9
Training	\$0.00	\$41.67	\$0.00	\$333.33	\$500.00	0.0
Travel	\$0.00	\$16.67	\$0.00	\$133.33	\$200.00	0.0
SSHS Testing	\$0.00	\$83.33	\$0.00	\$666.67	\$1,000.00	0.0
Water Testing	\$0.00	\$75.00	\$140.00	\$600.00	\$900.00	0.0
Well/Lake Monitoring	\$0.00	\$250.00	\$2,542.35	\$2,000.00	\$3,000.00	84.7
Reserve	\$0.00	\$0.00	\$0.00	\$18,666.67	\$28,000.00	0.0
Grant Match	\$0.00	\$1,250.00	\$0.00	\$10,000.00	\$15,000.00	0.0
Grant Writing Contracts	\$0.00	\$1,125.33	\$0.00	\$9,002.67	\$13,504.00	0.0
Repay Reserve	\$0.00	\$5,666.67	\$0.00	\$45,333.33	\$68,000.00	0.0
Pine Drive Easements	\$0.00	\$1,250.00	\$0.00	\$10,000.00	\$15,000.00	0.0
<b>TOTAL OPERATING EXPENSES</b>	<b>\$3,143.40</b>	<b>\$11,077.42</b>	<b>\$34,618.56</b>	<b>\$142,886.00</b>	<b>\$214,329.00</b>	<b>16.15</b>

<b>NET OP. INCOME (LOSS)</b>	<b>(\$1,477.20)</b>	<b>\$6,783.33</b>	<b>\$100,352.76</b>	<b>\$0.00</b>	<b>\$0.00</b>
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#### OTHER INCOME & EXPENSES

Grant WRDA - 2017	\$0.00	\$0.00	\$4,191.56	\$0.00	\$0.00
Grant WRDA 2020	\$0.00	\$0.00	\$62,805.00	\$0.00	\$0.00
Grant DNRC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Grant TSEP 2012	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
LOR Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
RRGL - 2020	\$0.00	\$0.00	\$60,140.00	\$0.00	\$0.00
Grant STAG	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Missoula County Match Funds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

<b>TOTAL OTHER INCOME &amp; EXPENSES</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$127,136.56</b>	<b>\$0.00</b>	<b>\$0.00</b>
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<b>TOTAL NET INCOME (LOSS)</b>	<b>(\$1,477.20)</b>	<b>\$6,783.33</b>	<b>\$227,489.32</b>	<b>\$0.00</b>	<b>\$0.00</b>
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# BALANCE SHEET

## ASSETS

12/31/20

01/31/21

02/28/21

### CURRENT ASSETS

	12/31/20	01/31/21	02/28/21
<b>Cash Accounts</b>			
Citizens Alliance Bank Account	\$313,326.96	\$322,136.74	\$322,198.52
Missoula County Account	\$121,001.23	\$113,128.59	\$111,111.61
- District Reserve Funds	\$13,999.98	\$16,333.33	\$18,666.68
- General District Funds	\$107,001.25	\$96,795.26	\$92,444.93
<b>Total Cash Assets</b>	<b>\$434,328.19</b>	<b>\$435,265.33</b>	<b>\$433,310.13</b>
<b>Accounts Receivable</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>TOTAL CURRENT ASSETS</b>	<b>\$434,328.19</b>	<b>\$435,265.33</b>	<b>\$433,310.13</b>

### FIXED ASSETS

<b>Construction in Progress</b>			
Grant Administration	\$10,487.36	\$10,487.36	\$10,487.36
Fees	\$142,477.31	\$142,477.31	\$142,477.31
Capital Expenditure	\$70,917.00	\$70,917.00	\$70,917.00
<b>Engineering</b>			
Coordinate with District	\$2,111.13	\$2,111.13	\$2,111.13
Environmental Analysis & Review	\$6,506.40	\$6,506.40	\$6,506.40
USFS Land Acquisition	\$11,522.60	\$11,522.60	\$11,522.60
Groundwater Discharge Permit	\$99,957.17	\$99,957.17	\$99,957.17
Public Meeting	\$2,362.80	\$2,362.80	\$2,362.80
Treatment and Collection System	\$88,825.09	\$88,825.09	\$88,825.09
Study & Report Phase	\$75,760.29	\$75,760.29	\$75,760.29
TSEP Grant Application	\$19,528.52	\$19,528.52	\$19,528.52
Coordinate with District & Attend Monthly Board Meetings	\$5,767.28	\$5,767.28	\$5,767.28
Groundwater Discharge Permit DNRC Site	\$24,270.30	\$24,270.30	\$24,270.30
Geotechnical Investigation	\$25,255.50	\$25,255.50	\$25,255.50
Powell County Land Use Permit	\$4,119.25	\$4,119.25	\$4,119.25
DNRC Land Application Assistance	\$1,528.25	\$1,528.25	\$1,528.25
Environmental Analysis & Review DNRC	\$15,509.40	\$15,509.40	\$15,509.40
Preliminary Design	\$332,916.66	\$332,916.66	\$332,916.66
Final Design	\$343,834.55	\$343,834.55	\$343,834.55
Sewer Service Field Work	\$74,403.05	\$74,403.05	\$74,403.05
Aerial Photo	\$7,809.99	\$7,809.99	\$7,809.99
Force main/Lift Stat Topo/Aerial	\$10,179.70	\$10,179.70	\$10,179.70
Funding Agency Assistance	\$47,307.80	\$47,307.80	\$47,307.80
Add Services - Grant Application	\$3,312.25	\$3,312.25	\$3,376.75
Add Services - Phase Collection - Bid & Construction	\$81.75	\$81.75	\$81.75
Add Services - Separate Treatment & Collection	\$10,499.99	\$10,499.99	\$10,499.99
Add Services - Startup Assistance	\$60.00	\$60.00	\$60.00
Add Services - Coordinate with District	\$23,713.55	\$23,713.55	\$23,713.55
Add Services - Phase 3 & 4 Cost Estimates	\$4,000.50	\$4,000.50	\$4,000.50
Add Services - Geotechnical Investigation	\$60,228.54	\$60,228.54	\$60,228.54
Add Services - Forcemain & Lift Station Topo	\$2,058.85	\$2,058.85	\$2,058.85
Add Services - Funding Agency Assistance	\$197.25	\$197.25	\$197.25
Add Services - EDA Grant App B-E	\$4,437.50	\$4,437.50	\$4,437.50
Add Services - EDA Grant App	\$9,587.00	\$9,587.00	\$9,587.00
Construction in Progress - Other	\$131,320.15	\$131,320.15	\$131,320.15
Bidding & Negotiating	\$34,650.00	\$34,650.00	\$34,650.00
Phase II Preliminary Design	\$149,600.00	\$149,600.00	\$149,600.00
Phase II Final Design	\$52,470.00	\$64,130.00	\$87,450.00
Phase II TSEP Application Revision	\$5,000.00	\$5,000.00	\$5,000.00
<b>Total Fixed Assets</b>	<b>\$1,914,574.73</b>	<b>\$1,926,234.73</b>	<b>\$1,949,619.23</b>

### TOTAL ASSETS

**\$2,348,902.92****\$2,361,500.06****\$2,382,929.36**

**BALANCE SHEET****LIABILITIES & EQUITY****12/31/20****01/31/21****02/28/21****CURRENT LIABILITIES**

Accounts Payable	\$36,653.33	\$30,137.50	\$53,044.00
Advance LOR Grant Income	\$308,963.37	\$308,963.37	\$308,963.37
<b>Total Current Liabilities</b>	<b>\$345,616.70</b>	<b>\$339,100.87</b>	<b>\$362,007.37</b>

**TOTAL LIABILITIES****\$345,616.70      \$339,100.87      \$362,007.37****OWNERS' EQUITY**

Retained Earnings	\$1,793,432.67	\$1,793,432.67	\$1,793,432.67
Net Income (Loss)	\$209,853.55	\$228,966.52	\$227,489.32
<b>Total Owners' Equity</b>	<b>\$2,003,286.22</b>	<b>\$2,022,399.19</b>	<b>\$2,020,921.99</b>

**TOTAL LIABILITIES & EQUITY****\$2,348,902.92      \$2,361,500.06      \$2,382,929.36**

## CASH FLOW RECONCILIATION

	31-Jan	28-Feb	FISCAL YTD
<b>TOTAL NET INCOME (LOSS)</b>	\$19,112.97	(\$1,477.20)	\$227,489.32
<b>Operating Activities</b>			
Accounts Payable	(\$6,515.83)	\$22,906.50	(\$99,497.11)
Advance LOR Grant Income	\$0.00	\$0.00	\$0.00
<b>Total Investing Activities</b>	(\$6,515.83)	\$22,906.50	(\$99,497.11)
<b>INCREASE (DECREASE) IN NON-CASH ASSETS</b>			
Accounts Receivable	\$0.00	\$0.00	\$0.00
<b>Net Cash Provided by Operating Activities</b>	<b>\$12,597.14</b>	<b>\$21,429.30</b>	<b>\$127,992.21</b>
<b>INCREASE (DECREASE) INVESTING ACTIVITIES</b>			
Construction in Progress	(\$11,660.00)	(\$23,384.50)	(\$94,420.25)
<b>Total Incr (Decr) in Investments</b>	<b>(\$11,660.00)</b>	<b>(\$23,384.50)</b>	<b>(\$94,420.25)</b>
<b>NET CASH INCREASE (DECREASE)</b>	<b>\$937.14</b>	<b>(\$1,955.20)</b>	<b>\$33,571.96</b>
<b>CHANGE IN ACCOUNT BALANCES</b>			
Cash at Beginning of Period	\$434,328.19	\$435,265.33	\$399,738.17
Cash at End of Period	\$435,265.33	\$433,310.13	\$433,310.13
<b>Change in Account Balances</b>	<b>\$937.14</b>	<b>(\$1,955.20)</b>	<b>\$33,571.96</b>

**Seeley Lake - Missoula County Sewer District**  
**Check Detail**  
February 2021

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	1906	02/24/2021	Christian, Samson & Baskett, PL...	1001 · Missoula County ...		0.00
TOTAL					0.00	0.00
Bill Pmt -Check	1907	02/24/2021	Christian, Samson & Baskett, PL...	1001 · Missoula County ...		-800.00
Bill	Inv#65...	01/31/2021		6282 · Legal Fees - Gener...	-800.00	800.00
TOTAL					-800.00	800.00
Bill Pmt -Check	1908	02/24/2021	Seeley Lake Water District	1001 · Missoula County ...		-451.40
Bill	Inv#193	02/01/2021		6652 · Bookkeeping Servic... Copies	-435.00 -16.40	435.00 16.40
TOTAL					-451.40	451.40
Bill Pmt -Check	1909	02/24/2021	Curtiss Consulting LLC	1001 · Missoula County ...		-1,670.00
Bill		02/16/2021		6117 · Sewer District Cons...	-1,670.00	1,670.00
TOTAL					-1,670.00	1,670.00
Check	1910	02/24/2021	Felicity Derry	1001 · Missoula County ...		-450.00
TOTAL				6110 · Secretary	-450.00	450.00
Bill Pmt -Check	1911	02/24/2021	Montana Rural Water	1001 · Missoula County ...		-250.00
Bill	Inv#10...	02/01/2021		Dues & Subscriptions	-250.00	250.00
TOTAL					-250.00	250.00



**Seeley Lake Sewer District  
FY22 Draft Operating Budget  
Working Document**

<b>FUND</b>	<b>DESCRIPTION</b>	<b>FY2021</b>	<b>FY2022</b>
SLSD	Audit	\$0.00	\$0.00
SLSD	Bookkeeping	\$5,000.00	\$5,000.00
SLSD	Dues & Subscriptions	\$500.00	\$850.00
SLSD	Election	\$0.00	\$1,000.00
SLSD	Equipment	\$50.00	\$50.00
SLSD	Income Survey	\$750.00	\$0.00
SLSD	Insurance-Liability	\$2,000.00	\$10,000.00
SLSSD	Legal	\$15,000.00	\$15,000.00
SLSD	Licenses & Fees	\$975.00	\$0.00
SLSD	Meals, etc.	\$50.00	\$0.00
SLSD	Office Supplies	\$400.00	\$350.00
SLSD	Postage	\$700.00	\$300.00
SLSD	Public Relations	\$1,200.00	\$350.00
SLSD	Manager	\$38,400.00	\$38,000.00
SLSD	Secretary	\$4,200.00	\$4,200.00
SLSD	Training	\$500.00	\$0.00
SLSD	Travel	\$200.00	\$0.00
SLSD	Water Testing	\$900.00	\$1,600.00
SLSD	Well/Lake Monitoring	\$3,000.00	\$2,740.00
SLSD	SSHS	\$1,000.00	\$0.00
SLSD	Reserve	\$28,000.00	\$0.00
SLSD	Grant Match	\$15,000.00	\$0.00
SLSD	Grant Writing Contracts	\$13,504.00	\$0.00
SLSD	Repay Reserve	\$68,000.00	\$0.00
SLSD	Pine Dr Easement Purchase	\$15,000.00	\$0.00
SLSD	Drill 5 Wells	\$0.00	\$25,000.00
SLSD	Repay Missoula Co Loan	\$0.00	\$21,912.00
	<b>TOTAL OPERATING EXPENSES</b>	<b><u>\$214,329.00</u></b>	<b><u>\$126,352.00</u></b>

## 2021 Application for the Seeley Lake Sewer Board

Cheryl O. Thompson  
912 Riverview Dr.  
406-677-2309  
Solutions11@mac.com

Husband: Steve Thompson  
Son: Sean Thompson  
Resident of Seeley Lake since 1975

### Community Involvement

- Teacher's Aide at Seeley Lake Elementary
- Owner of the Gas Haus
- Owner of NAPA Auto Parts
- Seeley Lake Community Council; member, secretary, treasurer, trail committee
  - Highway 83 Trail
  - Boy Scout Trail
  - Riverview Dr Trail
  - Trail from Community Hall parking lot to the ski trails and back
  - Trail from Lars Kramen to Seeley Lake Campground
  - Trail from Canoe Trail parking lot to USFS
  - Trail from Seeley Lake Community Hall to North Boy Scout Rd
- Seeley Lake QRU; member, secretary, instructor
- Seeley Lake Chamber of Commerce; member, president, executive director
- Seeley Lake Historical Society; member, president
- Mountain Lakes Presbyterian Church
- National Ski Patrol; member, editor of newsletter, secretary, treasurer, instructor

### Recipient

- Lions Foundation: Melvin Jones Fellow award
- Seeley Lake Community Council: Outstanding Community Service
- National Ski Patrol:
  - Outstanding patroller of the year
  - National appointment
  - Purple merit star for saving a life
  - Award for 50 years of service
  - Lifetime membership award
  - Distinguished service award
  - Mark Behan outstanding instructor award

Born in San Francisco, the fifth generation in California. Raised in the Bay Area, graduated from Menlo Atherton High School. Moved to Montana to attend the University of Montana and met Steve. He graduated and was commissioned, we got married and moved to New York City for his first three year tour of duty. We joined the Hunter Mountain Ski Patrol while in New York. Steve's second tour took us to Rome, Italy for three years where our son was born. While there we started three new patrols of which two are active to this day. After an honorable discharge, we returned to Steve's home town where he continued his education and upon graduation, we moved to Seeley Lake.