

SEELEY LAKE SEWER DISTRICT
MONTHLY BOARD MEETING
March 15, 2018

Attendance:

Mike Boltz	President	PRESENT
Mike Lindemer	Vice President	ABSENT
Bob Skiles	Director	PRESENT
Mark Butcher	Director	PRESENT
Davy Good	Director	ABSENT
Greg Robertson	Missoula Co	ABSENT
Felicity Derry	Secretary	PRESENT
Kim Myre	Missoula Co	PRESENT

OPENING:

The meeting was brought to order at 5:23pm by Mike Boltz at The County Offices, located at 3360 Highway 83 N, Seeley Lake.

PUBLIC COMMENTS:

None

CORRESPONDENCE:

Rural Development

Felicity Derry noted this was the letter that Greg Robertson had referenced at the previous meeting.

DNRC

Felicity Derry informed the Board that this was the award letter for the \$15,000 Renewal Resources Grant and Loan (RRGL) grant.

MINUTES:

February 15, 2018

The minutes for the board meeting held on February 15, 2018 were presented to the Board for review.

Mark Butcher moved to accept the February 15, 2018 minutes as presented. Bob Skiles seconded the motion, which was then passed unanimously.

03/15/2018

Regular Monthly Meeting

Seeley Lake – Missoula County Sewer District

INVOICES:

February 2018

Felicity Derry reviewed the invoices for the Board.

Bob Skiles moved to approve and pay all of the February 2018 invoices as presented. Mark Butcher seconded the motion, which was then passed unanimously.

FINANCIAL REPORTS:

December 2017

Felicity Derry reviewed the December 2017 financial reports for the Board, noting that a relatively large amount of fee assessment had been received. Otherwise it had been a fairly quiet month with the usual transactions.

Mark Butcher moved to approve the financial reports for December 2017 as presented. Bob Skiles seconded the motion, which was then passed.

Citizens Alliance Online Banking

Felicity Derry informed the Board that the STAG grant was electronically deposited into the Citizens Alliance Bank account. A reimbursement request had been submitted to WRDA and those funds would be deposited in the same way. Currently there was no way to know when the funds had been deposited until the bank statement was received at the end of each month. Electronic access to view the account would mean that the Great West Engineering (GWE) invoices could be paid at the Board meeting and not after the statement had been received. Permission to transfer funds was not being requested.

Bob Skiles moved to approve that Felicity Derry have electronic viewing access to the Citizens Alliance Bank account. Mark Butcher seconded the motion, which was then passed unanimously.

MANAGER'S REPORT:

Kim Myre informed the Board that she had been working on a conflict of interest policy for the Rural Development (RD) letter of conditions. A draft was circulated to the Board for review. It would be on the agenda next month.

OLD BUSINESS:

None.

NEW BUSINESS:

Easements

Bob Skiles said that the Board had previously informed the engineer that they did not agree to the current route of the forcemain. The Board had walked the route with the engineer and decided that

03/15/2018

Regular Monthly Meeting

Seeley Lake – Missoula County Sewer District

the main would run up Locust Lane and connect to the high school. There had been a special meeting and the Board had conveyed that to the engineer and Greg Robertson. Michael Boltz noted that currently the District did not have permission to cross the property. Mark Butcher noted that it would add another pump station. Nathan Bourne thought that the engineers had given the Board a cost sheet analysis, but he was not sure if there had been discussion after that. Greg Robertson had said that it was the route that was being pursued due to cost. Discussion followed. The Board agreed that Felicity Derry should email Greg Robertson informing him that the Board did not agree to the layout of the foremain and ask him to call the Board to discuss it.

The Board discussed the various easements required for the project.

Powell County Subdivision

Felicity Derry noted this was the letter that the Board had requested that Greg Robertson draft.

Bob Skiles moved to approve the letter to Powell County and have Mike Boltz sign it. Mark Butcher seconded the motion, which was then passed.

Board Election

Felicity Derry noted that the Community Council was having a candidate forum and asked who would be attending. If three board members attended it would be classified as a board meeting, even though no board business would be conducted. Bob Skiles and Mark Butcher said that they would attend. Bob Skiles asked when the fee assessment had first been collected. Kim Myre said that she would research that.

Felicity Derry informed the Board that the Elections Office had sent the MCAs regarding the qualifications to vote. The Elections Office said that they would finalize the policy and email it by Monday, which would be forwarded to the Board. The paperwork that a property owner needed to complete to request a ballot or designate an agent to vote had to be received by the Elections Office by April 13, 2018. Discussion on the election policies followed. The Board discussed mailing out voting guidelines to the property owners in the District.

Bob Skiles moved to mail a copy of the Elections Office letter to each property owner within the District to facilitate them to send the necessary documents to the Elections Office by April 13th, 2018. Mark Butcher seconded the motion, which was then passed unanimously.

Felicity Derry said that she would draft a cover letter and email it to the Board for approval. The information needed to be mailed quickly in order to reach the out of state people allowing them sufficient time to respond.

NEXT SCHEDULED MEETING:

The next Board meeting was scheduled for April 19, 2018.

03/15/2018

Regular Monthly Meeting

Seeley Lake – Missoula County Sewer District

ADJOURNMENT:

Mike Boltz adjourned the meeting at 6:38pm.

Attest:

Mike Boltz, President

-And-

| SEAL |

Felicity Derry, Secretary