

SEELEY LAKE SEWER DISTRICT
REGULAR BOARD MEETING
November 15, 2018

Pat Goodover	President	PRESENT	Walt Hill	Vice President	PRESENT
Mike Boltz	Director	PRESENT	Davy Good	Director	PRESENT
Beth Hutchinson	Director	PRESENT	Felicity Derry	Secretary	PRESENT
Greg Robertson	Missoula Co	PRESENT	Kim Myre	Missoula Co	PRESENT

Public Attendance - Appendix A

CALL TO ORDER:

The meeting was called to order by Beth Hutchinson at 6:02pm at The Senior Center, located at 707 Pine Drive.

PRESIDENT’S COMMENTS:

Beth Hutchinson requested that people who wanted to speak should do so at the podium. They should be polite and not speak over other people.

MINUTES:

September 24, 2018 – Work Session with Great West Engineering

Beth Hutchinson noted that the engineering documents referenced in these minutes were available at the library for review.

Davy Good moved to approve the minutes for the Great West Engineering (GWE) work session on September 24, 2108. Mike Boltz seconded the motion, which was then passed unanimously.

Beth Hutchinson	Aye
Mike Boltz	Aye
Davy Good	Aye

October 18, 2018 – Regular Board Meeting

Davy Good moved to approve the minutes for the board meeting held on October 18, 2018. Mike Boltz seconded the motion, which was then passed unanimously.

Beth Hutchinson	Aye
Mike Boltz	Aye
Davy Good	Aye

FINANCIAL REPORTS:

Invoices – October 2018

Felicity Derry reviewed the invoices for the Board.

Davy Good moved to approve the October invoices. Mike Boltz seconded the motion, which was then passed unanimously.

Beth Hutchinson Aye
Mike Boltz Aye
Davy Good Aye

Financials - July 2018

Felicity Derry reviewed the financials for July, 2018, which was the beginning of the 2019 fiscal year.

Davy Good moved to approve the financial reports for July 2018. Mike Boltz seconded the motion, which was then passed unanimously.

Beth Hutchinson Aye
Mike Boltz Aye
Davy Good Aye

CORRESPONDENCE:

Troy Spence

Beth Hutchinson read Troy Spence’s resignation email.

Beth Hutchinson had received late notification from Dan Johnson, Rural Development (RD) that she could share an email with the Board, which would be covered later in the meeting.

PUBLIC COMMENT:

Troy Spence said that Mike Boltz had signed a letter of conditions in 2017. The letter of conditions had not been addressed. Mike Boltz said that he would investigate the matter.

Mark Butcher said that the system did not have a vacuum and questioned Beth Hutchinson’s reference to it. Discussion followed.

OLD BUSINESS:

A. Interview/Appoint 4th & 5th Board Director

Pat Goodover gave some general personal background and the Board then asked questions to ascertain relevant experience and what he could contribute to the Board, as well as his position on the sewer project. The Board discussed whether it would be prudent to fill both of the vacant positions.

Mike Boltz moved to appoint the directors to fill both positions.

Davy Good seconded the motion to appoint the directors to fill both positions. There was no further discussion.

Mike Boltz: Aye
Davy Good: Aye
Beth Hutchinson: Nay

Discussion on what constituted an affirmative vote followed.

Beth Hutchinson moved to fill one of the positions. Davy Good seconded the motion. Discussion.

Davy Good moved to appoint two directors. Mike Boltz seconded the motion, which was then passed unanimously.

Beth Hutchinson Aye
Mike Boltz Aye
Davy Good Aye

Davy Good nominated Pat Goodover and Walt Hill. Beth Hutchinson requested that the motion be for one director at a time. Davy Good then nominated Pat Goodover. Beth Hutchinson seconded the motion, which was then passed unanimously.

Beth Hutchinson Aye
Mike Boltz Aye
Davy Good Aye

Davy Good moved to nominate Walt Hill. Mike Boltz seconded the motion.

Davy Good: Aye
Mike Boltz: Aye.

Discussion between Beth Hutchinson and Walt Hill followed.

The vote to nominate Walt Hill was taken again and was unanimous.

Beth Hutchinson Aye
Mike Boltz Aye
Davy Good Aye

Discussion on seating the new directors at the meeting followed.

B. Wells & Surface Water Monitoring – September 2018

Vince Chappell was unwell and could not attend the meeting.

Mike Boltz requested to be addressed.

C. Letter of Commitment

Beth Hutchinson had created a check list to help all of the Board stay informed on what needed to be done and stay on target.

D. Repeat of February 2018 reminder from Dan Johnson (USDA)

Beth Hutchinson reviewed a letter from February 2018 with a list of items that needed to be completed and feedback provided to Dan Johnson, which she felt was pressing.

Mike Boltz requested clarification as to why the new directors shouldn't be seated at the meeting. Board discussion followed.

Davy Good moved to seat the two appointed Board members and have Jean Curtiss swear them in. Beth Hutchinson noted that it was not on the agenda. Discussion followed. Mike Boltz seconded the motion. Discussion followed.

The Board voted on the motion to seat the new directors tonight.

Mike Boltz:	Aye
Davy Good:	Aye
Beth Hutchinson:	Nay

Mike Boltz moved to table the rest of the agenda with the exception of the RV park.

Jean Curtiss said that the community was expecting them to be seated. Discussion between Board members followed with public input.

Pat Goodover noted that the majority of the Board could modify the agenda to allow any action.

Davy Good moved to modify the agenda and seat the two newly appointed directors. Mike Boltz seconded the motion.

The motion to modify the agenda, to seat the two board directors and to have them sworn in and notarized was moved and seconded.

Mike Boltz:	Aye
Davy Good:	Aye
Beth Hutchinson:	Aye

The two new board directors were sworn in by Jean Curtiss.

Beth Hutchinson moved to amend the agenda and to open the Board to electing new officers. Davy Good seconded the motion. The Board discussed the motion and it was passed unanimously.

Beth Hutchinson: Aye Mike Boltz: Aye
Davy Good: Aye Pat Goodover: Aye
Walt Hill : Aye

Beth Hutchinson moved to appoint Davy Good as President. Davy Good declined the invitation due to time constraints. Beth Hutchinson withdrew the motion.

Davy Good moved to elect Pat Goodover as President. Beth Hutchinson seconded the motion. Pat Goodover accepted the position of President, effective immediately. There was no discussion. The motion was passed unanimously.

Beth Hutchinson: Aye Mike Boltz: Aye
Davy Good: Aye Pat Goodover: Aye
Walt Hill : Aye

Pat Goodover moved to elect Walt Hill as Vice President. Davy Good seconded the motion. Walt Hill accepted the position of Vice President. The motioned was passed unanimously.

Pat Goodover: Aye Walt Hill: Aye
Mike Boltz: Aye Davy Good: Aye
Beth Hutchinson: Aye

C. Letter of Commitment

Walt Hill moved to table this item until the next meeting. Pat Goodover recommended that the Board fill out this guideline as events happened.

D. Repeat of February 2018 reminder from Dan Johnson (USDA)

Greg Robertson gave an update on the status of the items in progress for startup conditions.

Pat Goodover moved to give Greg Robertson the directive to move forward with what he needed to secure the rights-of-way and to prepare and finalize any of the items one through ten. Davy Good seconded the motion. The Board discussed what the relationship with Greg Robertson was as the inter-local agreement had expired. Walt Hill tabled the present motion in order to deal with the inter-local agreement. Pat Goodover concurred.

H. Inter-local Agreement and Need for Job Description/Project Manager

Pat Goodover moved to modify the agenda to address agenda item 9H prior to the item that was just tabled. Davy Good seconded the motion. There was no discussion and the motion was passed unanimously.

Pat Goodover: Aye Walt Hill: Aye
Mike Boltz: Aye Davy Good: Aye
Beth Hutchinson: Aye

Commissioner Curtiss noted that she had requested that the Board send the Commissioners a letter to renegotiate or extend the interlocal agreement. That had not been received. Greg Robertson thought that the Commissioners would not object to him continuing on in this capacity; however, the Board did need to draft a letter to the Commissioners to initiate the conversation.

Jean Curtiss suggested that the Board send a letter to the Commissioners listing the items that the Board wished Greg Robertson to continue to work on and finish.

Discussion on the interlocal agreement, the responsibilities it outlined and Board direction followed. Pat Goodover requested that this document be disseminated to the Board within a matter of days, so that the Board could give him input to enable him, with the Board's permission, to move it forward by the end of November to get it in front of the County Commissioners.

Pat Goodover moved that the Board authorize him to move it forward to the County Commissioners once any Board members who chose to had given their input. Greg Robertson suggested that the Board make a formal request to the County Commissioners to extend by task the most emergent activities that were necessary to meet startup conditions. Walt Hill seconded the motion. Discussion followed and the motion was passed unanimously.

Pat Goodover:	Aye	Walt Hill:	Aye
Mike Boltz:	Aye	Davy Good:	Aye
Beth Hutchinson:	Aye		

Pat Goodover moved to have this document included, addressed or be part of the interlocal agreement request to the County Commissioners, numbers one through ten and indicate where each one was in the process. The Board agreed to direct Greg Robertson to move forward with the right-of-way in whatever timeframe was appropriate, and that was part of the interlocal agreement to the County. Walt Hill seconded the motion. The Board voted unanimously to include the ten points of the letter in the interlocal agreement.

Pat Goodover:	Aye	Walt Hill:	Aye
Mike Boltz:	Aye	Davy Good:	Aye
Beth Hutchinson:	Aye		

E. User Agreements- report from conversations between Beth Hutchinson and Steve Troendle, review of sample contracts, potential process

Beth Hutchinson informed the Board that RD felt the user agreements were to show lite support for the sewer system, as well as to let the engineers know how many connections there would be and to grant permission to access the property. The Board discussed the type of user agreements that the District could use and the possibility of a committee to work on a draft. Pat Goodover volunteered to review the examples and present some for the Board review and finalize at the next meeting. Greg Robertson suggested that there should be two kinds of agreements.

The Board formed a committee to work with Greg Robertson on the user agreements comprising of Mike Boltz, Mike Lindemer and Connie Betson.

F. Operation and Maintenance – Budget and Methodology

Beth Hutchinson proposed that the O&M information would be needed for the user agreements and that the budget would probably change as it sounded like Greg Robertson would not be able to run it and that the County would not be able to offer as much assistance now.

Jean Curtiss noted that O&M would start after the plant was built. Greg Robertson added that he had not planned to run it. Discussion of O&M inclusion followed.

Pat Goodover volunteered to discuss this with Mark Butcher and maybe Greg Robertson.

G. Review of District Operating Budget

The Board discussed increasing the operating budget depending upon the outcome of the interlocal agreement negotiations with the County. Pat Goodover requested that Beth Hutchinson put something together to review at the next meeting.

Jean Curtiss questioned if the Board was considering amending the budget or raising the rates to the rate payers. Beth Hutchinson replied that it would be both. Jean Curtiss explained that the rates were on the tax bill.

H. Inter-local Agreement and Need for Job Description/Project Manager

Previously covered.

I. Proposal to Modify Assessment Charges for Proposed Sewer

Beth Hutchinson had spoken to Steve Troendle regarding the possibility of changing the assessment methodology and it would be permissible for the District to talk to bond counsel. Beth Hutchinson requested permission from the Board to explore this with bond counsel. Discussion followed.

NEW BUSINESS:

A. Board/Director Roles and Responsibilities

Pat Goodover hoped that Board members would be present at every meeting, be actively involved with the community, listen, don't argue, give your opinion, but the opinion of the Board was the opinion of the Board, and Board members should acquiesce to that. Hopefully Felicity Derry would have an agenda out to the Board two weeks prior to the meeting, so it could be modified as needed and approved at the normal meeting.

Board members had been appointed to do a job to manage the Sewer District to the best of their ability. Pat Goodover was willing to take flak until his family was mentioned. Don't take it personally if you don't agree with something. Tell the Board if you don't agree with it. Beth Hutchinson felt that the Board had a responsibility to maintain a relationship with the constituents.

Mike Boltz referenced Pat Goodover’s wish for Board members to attend meetings. Recently the meeting time was changed to accommodate a former Board member and it would be much more conducive to his schedule for the meetings to begin at 5:15pm again. With regard to calling into meetings Beth Hutchinson felt that communications needed to be upgraded to enable the public to hear the person on the phone.

B. Guidelines – Intra-board Communications

What constituted a quorum and an illegal meeting was discussed.

C. Support Staff/Employee Roles and Responsibilities

Jean Curtiss noted that the District had no employees, Felicity Derry was a contract employee. Davy Good suggested that Felicity Derry’s time could be better by not typing verbatim minutes. The Board discussed what was required to be in board minutes.

Davy Good moved to return to non-verbatim minutes utilizing a synopsis. Walt Hill seconded the motion. Discussion followed and the Board voted as follows:

Pat Goodover:	Aye	Walt Hill:	Aye
Mike Boltz:	Aye	Davy Good:	Aye
Beth Hutchinson:	No vote recorded		

D. Legal Services

The Board discussed pursuing mediation again and the need for a separate attorney for Board business.

E. DEQ – Clarification of Parameters

Beth Hutchinson informed the Board that DEQ was working on a statement regarding how they felt about the Seeley Lake Sewer District.

F. Phase II Business Development Proposed RV Park, Mark Bellon, Territorial Landworks

Felicity Derry informed the Board that he was not quite ready to present.

FINAL COMMENTS FROM INDIVIDUAL DIRECTORS:

Walt Hill said that no matter how the interlocal agreement turned out, he had been watching the Board for ten or twelve years, and Greg Robertson had done more for the Sewer District, and for this town, than anybody. If it weren’t for him, the District wouldn’t have \$10 million. He had done all that he could and was well worth his dollar a year. The Board was grateful to him and would be remiss to not continue his employment until such time as the sewer was in the ground.

Pat Goodover said that it bothered him when a business person on a volunteer board suffered financially. It was not appropriate. The Board was there to make decisions for the betterment of the community and that was his goal. The community should not take it out on us personally or businesswise. We have a job to do here and we have a job to do elsewhere.

ADJOURNMENT OF MONTHLY BOARD MEETING:

Walt Hill moved to adjourn the meeting at 8:46pm. The Board voted as follows:

Pat Goodover:	Aye	Walt Hill:	Aye
Mike Boltz:	Aye	Davy Good:	Aye
Beth Hutchinson:	No vote recorded		

NEXT REGULARLY SCHEDULED MEETING: December 20, 2018

Attest:

Pat Goodover, President

Felicity Derry, Secretary