

SEELEY LAKE SEWER DISTRICT
REGULAR BOARD MEETING
January 20, 2022

Tom Morris	President	PRESENT	Jason Gilpin	Director	PRESENT
Pat Goodover	Vice President	PRESENT	Cheri Thompson	Director	PRESENT
	Director	VACANT	Felicity Derry	Secretary	PRESENT
Bill Decker	Interim Manager	PRESENT			
Public Attendance - Appendix A					

CALL TO ORDER:

The meeting was called to order at 6:02pm and was held remotely via Zoom. Tom Morris requested that everybody who had joined the meeting identify themselves for the record.

APPROVAL OF AGENDA:

The Board discussed rearranging several items on the agenda.

Cheri Thompson moved to approve the agenda. There was discussion on whether it was appropriate to discuss the manager's contract during the Executive Session. Pat Goodover seconded the motion. Discussion followed on what could be covered during the Executive Session, as well as moving the RFP item to earlier on the agenda. **Pat Goodover moved to modify the agenda to move the discussion of the RFP to just before #6 (Correspondence).** Jason Gilpin and Cheri Thompson seconded the motion. There was no further discussion. Tom Morris voted aye and the motion passed.

PRESIDENT'S COMMENTS:

Tom Morris noted that it was a full agenda and requested that everyone be respectful of time, to identify yourself and wait to be recognized before you speak.

PUBLIC COMMENT:

None.

Tom Morris called for an Executive Session at 6:10pm and requested that all of the meeting attendees who would not be attending the Executive Session be placed in the Zoom waiting room for the duration of the Executive Session.

EXECUTIVE SESSION:

The Board entered into the Executive Session at 6:12pm. The Executive Session concluded and the public rejoined the meeting from the Zoom waiting room. The Regular Board Meeting resumed at 6:17pm.

RFP (Request for Proposals)

Pat Goodover noted that he and Jason Gilpin had developed the draft RFP, which would be used to request that the vendors provide a solution to Seeley Lake's issue. Pat Goodover read the draft RFP.

Discussion followed regarding the District's lapsed discharge permit and where the specified nitrate level in the draft RFP had originated.

Mike Saunders, Orenco, outlined how RFPs could be completed in phases and how the Board might be able to achieve their goal.

There was discussion as to whether the District needed an engineer or if the 2012 PER could be utilized. The Board agreed that the engineer worked for the District and then discussed who should hire the engineer for the project.

Nathan Bourne suggested the Board clarify that even though the PER to be used by the vendors was written for a central sewer, that was not what the District was asking for. Bill Decker added that a PER was used to identify the problem, which the vendors could then utilize to provide a solution.

Mike Saunders, suggested that a way to move forward would be for the Board to outline what the preferred alternatives were and then have the vendors develop proposals for the Board to review. That would allow the Board to evaluate engineers who were familiar with those preferred systems.

Nathan Pierce added that BioMicrobics would be comfortable looking at the PER, assessing whether a centralized sewer was the best solution or not and formulating a proposal utilizing their own engineers.

The language of the RFP was reviewed. Informing and educating the public was discussed. Tom Anderson, Glacier Precast, suggested that a way to do that would be to tour the technologies that had been installed in the area.

Bill Decker volunteered to write an RFP and suggested that the RFP should be preceded by an RPQ (Request for Qualifications). How the Board should proceed and where an RFQ should be sent was discussed. Neighborhood solutions within the District were discussed. Utilizing an RFQ and possible timelines were discussed.

Tom Morris yielded the chair to Pat Goodover at 7:07pm.

Nathan Pierce, BioMicrobics, suggested that until the District could determine what kind of system would be utilized, it would be difficult for the District to estimate a dollar amount. A figure would be needed to identify a funding mechanism and gauge if it was both feasible and affordable.

Discussion followed on the process of how to solve Seeley Lake's issue and then fund it. Tom Morris returned and Pat Goodover yielded the chair back to Tom Morris at 7:12pm.

Tom Morris suggested that the discussion of the RFP be tabled and to add an RFQ to the next agenda. The Board agreed.

CORRESPONDENCE:

Missoula County Public Works (Appendix B)

Tom Morris read the email from Shane Stack and the letter from Kim Myre.

MINUTES:

December 16, 2021 Regular Meeting

Pat Goodover moved to approve the minutes of the December 16, 2021 Board Meeting as presented. Tom Morris seconded the motion. There was no discussion. The motion was carried.

Tom Morris	Aye
Pat Goodover	Aye
Jason Gilpin	Aye
Cheri Thompson	Aye
Director	Vacant

FINANCIAL REPORTS:

Invoices – December 2021

Tom Morris reviewed the December invoices.

Tom Morris moved to pay the invoices. Jason Gilpin seconded the motion. Cheri Thompson felt it was appalling that time sensitive samples had taken so long to be tested and be billed. Caryn Miske clarified that the nutrient samples were for long term nutrient trends and were not time sensitive, unlike E. coli samples, and agreed that the billing was tardy. Discussion followed on the tardiness of the lab's billing, possible ways to motivate the lab to bill in a more timely manner and that the District had previously committed to paying for the tests. There was no further discussion. The motion was carried.

Tom Morris	Aye
Pat Goodover	Aye
Jason Gilpin	Aye
Cheri Thompson	Nay
Director	Vacant

November 2021 Financial Reports

Felicity Derry reviewed the November financial reports. The Board had no questions regarding the November financial reports.

MANGERS REPORT:

Bill Decker thanked the Board for the opportunity they had given him and was excited to get moving. Bill Decker believed that public participation was key and hoped to improve on the recent low voter turnout. Public education could also help to complete the income survey.

Nathan Bourne suggested that Bill Decker double check voter turnout as it had been 70% for the bond election. Discussion followed on the income survey.

UNFINISHED BUSINESS:

Action Plan for 2021-2022

Committee Report

Tom Morris noted that he had given his report during Correspondence.

Pat Goodover noted that Beth had not responded to him and suggested that the income survey be assigned to the new manager. Discussion followed on the income survey. Tom Morris requested that Bill Decker address the income survey at the next meeting. Caryn Miske offered the assistance of CRC’s newest member of staff.

Cheri Thompson requested an approval for the publication of her article and that the website item be moved to another meeting.

Tom Morris moved to publish Cheri’s article. Pat Goodover seconded the motion. There was no discussion. The motion was carried.

Tom Morris	Aye
Pat Goodover	Aye
Jason Gilpin	Aye
Cheri Thompson	Aye
Director	Vacant

Mission Update

None.

Income Survey

None.

Board Appointee Interview

Tom Morris noted that there was nobody to interview.

Resolution 01202022 – Nutrient Budget Analysis

Tom Morris proposed that the Board designate a dollar amount that could not be exceeded, so as to keep it to the budgeted amount. Cheri Thompson requested that this item be tabled until next month to enable the interim manager to gather all of the testing info and to compile a global plan of investigation of the water situation. Tom Morris questioned when the sampling process needed to begin. Caryn Miske was ok if the start of the testing was postponed; however, this would mean that the testing year would run into 2023. Tom Morris agreed to table this item until the next meeting.

Amendments to the Website

Cheri Thompson voted to table this item for another meeting and address it then. Tom Morris requested that the resolutions not be archived.

NEW BUSINESS:

Manager Contract

The Board discussed the amount that had been budgeted for the manager. Tom Morris noted that 80 hours a month would be around \$26 an hour. Bill Decker agreed to \$26 per hour and that he would accomplish the tasks he was assigned. The Board agreed that a contract would be finalized at the next meeting.

RFP

Previously covered.

NEXT REGULARLY SCHEDULED MEETING: February 17, 2022

AGENDA ITEMS FOR NEXT SCHEDULED MEETING:

Tom Morris noted that the following items should be added to the January agenda: Action Plan – Committee Reports, Mission Update, Income Survey, RFQ & RFP, Reorganize the Website, Resolution for CRC Nutrient Budget Analysis, Board Appointee Interview and Manager Contract.

ADJOURNMENT OF MONTHLY BOARD MEETING:

Tom Morris moved to adjourn the meeting at 8:07pm.

Attest:

Tom Morris, President

Felicity Derry, Secretary