

Seeley Lake – Missoula County Sewer District Regular Board Meeting Minutes

Date	February 19th, 2025	Time	6:00
Location	Seeley Lake Community Foundation Building 3150 MT-83 N		
Zoom	Zoom link on homepage at www.SeeleySewer.org		
Meeting ID	899 6021 4403	Passcode	032580

Attendees			
x	Tom Morris, President	05/28	x Tyler Smith, Director 05/28
x	Pat Goodover, Vice President	05/26	x Troy Spence, Director 05/26
x	Cheryl Thompson, Director	05/26	x Carrie Sokoloski, Manager
x	Talia Malone, Secretary		
Others in Attendance (Sign-In Sheet Attached)			

I. Call to Order	Moved	Second	No/Abstain	Passed	Signed
A. President Tom Morris called the meeting to order at 6:03 PM					
II. Agenda Approval					
<ul style="list-style-type: none"> • Director Smith motions to approve agenda as presented • Director Thompson seconded • Motion approved unanimously 					
III. President's Comment					
<ul style="list-style-type: none"> • President Tom Morris via ZOOM reminded the board to respect everyone's time, pointing out a busy agenda. 					
IV. Public Comment					
<ul style="list-style-type: none"> • none 					
V. Correspondence					
<ul style="list-style-type: none"> • Email received from Dave Rowell regarding interest in approval/use of more single-site systems. Board noted that this is not in the district's scope and that the district should not endorse one system over another. • Manager to forward district engineer contact info to sender so possibilities can be evaluated by appropriate resources. 					
VI. Minutes					
<ul style="list-style-type: none"> • President Morris made a motion to approve special meeting minutes from January 6th and regular meeting minutes from January 15th, noting that two directors are to sign minutes due to being out of town. • Director Spence seconded • Motion approved unanimously 					
VII. Financial Reports					
<ul style="list-style-type: none"> • Director Smith made a motion to approve monthly expenditures as presented and January payroll. • Director Spence seconded motion 					

- Motion approved unanimously

VIII. Manager's Report

- A. Manager and President met with Rep. Fitzpatrick and Montana Chamber of Commerce director on DOC grant closeout/payment delays; DOC explained internal process changes and the payment ultimately received.
- B. Manager and Secretary attended Missoula County agency report training, which will give real-time access to financial data.
- C. SAM registration underway to maintain grant eligibility.
- D. Updates to the website, including past meeting videos and project updates posted.
- E. Files and archives are being organized in Google Drive. Requesting anyone with district files (paper or digital) to be sent to Manager or Secretary.

IX. Old Business

- A. Land Purchase
 - 1. Owner of Pyramid Lumber open to hosting the plant; exploring a property boundary adjustment and potential site south of the berm. Site advantages: water line ends near the property, existing test well information may be shared, groundwater observed around 28 feet with small fluctuation.
 - 2. Pyramid parcel size discussed and possibility of dividing out 10 acres.
 - 3. Environmental assessment will be required prior to sale; Pyramid is currently interviewing environmental firms.
 - 4. Board stressed a need for ballpark price before investing major effort. No reason to proceed if cost is unrealistic.
 - 5. PER discussion on whether project could be broken into phases. Engineers emphasized the need to identify/secure a site first, adding that Pyramid as a potential site would require an addendum to maintain credibility. Consensus direction: do not amend PER until Pyramid a plausibly attainable and there is some written agreement to proceed.
- B. Annexation Committee
 - 1. Annexation committee created to begin work on impact fees, which is required for annexation process.
 - 2. Director Smith volunteered to be on committee, as required; Director Goodover offered to help as private citizen.
 - 3. Impact fee process takes time but the goal is to have something in place before June assessment timeline.
- C. Workers' Comp
 - 1. Quote from State Fund for \$655.17/annually based on classification and amount of pay approved.
- D. Approve Employment Agreements for Manager & Secretary
 - 1. Agreements have been amended to employment agreements; will go over at next month's meeting for approval.

X. New Business	
<p>A. Zoom recordings on website</p> <ol style="list-style-type: none"> 1. All zoom recordings have been posted to the website <p>B. Amend PER change scope of work</p> <ol style="list-style-type: none"> 1. Conversation of piecing out phases with the 10 million going to the first phase and so on. 2. Possible to change PER into 3 or 4 phases; first step is figuring out where project is going to go and price of possible project site. <p>C. District Phone Number-Manager</p> <ol style="list-style-type: none"> 1. Establishing a district phone number /line; Manager authorized to set up and control the phone for transparency/records concerns. <p>D. Missoula County assistance with site investigation</p> <ol style="list-style-type: none"> 1. Missoula County Environmental Health offered to perform depth-to-seasonal-groundwater monitoring and soil profile work at no cost. 2. Typical monitoring depth discussed (9-10 ft; potentially up to 15 ft depending on permitting needs) 3. County also offered help on sanitation/subdivision review and identifying exemptions for boundary line relocations. <p>E. Payroll Service</p> <ol style="list-style-type: none"> 1. No proposal yet; manager exploring options to ensure proper Withholdings/filings. <p>F. Unemployment Insurance</p> <ol style="list-style-type: none"> 1. Manager estimated an annual \$840 based on wages; account set up in progress. More details next meeting. <p>G. Keeping the community informed</p> <ol style="list-style-type: none"> 1. All information is posted on the website; Zoom meetings, agendas, minutes, past meeting videos. Asking community if they have any suggestions to please contact manager/secretary to let us know. <p>H. Renew Pathfinder subscription</p> <ol style="list-style-type: none"> 1. Renewed/approved for public notice proof requirements. 	
XI. Adjournment	
<ul style="list-style-type: none"> • President Morris made a motion to adjourn meeting • Director Smith seconded • Motion passed unanimously and the meeting was adjourned at 7:04 PM 	
Next Scheduled Meeting	March 19, 2026