

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

DATE: Thursday, April 21, 2022  
PLACE: Virtual Meeting via Zoom  
Computer: <https://us02web.zoom.us/j/8563339071?pwd=Z0NhbmRoWitlUFpyME8vTWJ0QlZ0Zz09>  
Telephone: 1 669 900 6833  
Meeting ID: 856 333 9071  
Password: 123528  
TIME: 6:00 p.m.

**ROLL CALL**

Tom Morris, President	○	05/2024
Pat Goodover, Vice President	○	05/2022
Jason Gilpin, Director	○	05/2024
Cheri Thompson, Director	○	05/2022
Vacant, Director	○	05/2022
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: Board Training - Missoula County
6. MINUTES: March 17, 2022 - *Action*
7. FINANCIAL REPORTS:
  - a} Invoices - *Action*
  - b} February 2022
8. MANAGER'S REPORT: Status Report
9. UNFINISHED BUSINESS:
  - a} Action Plan for 2021-2022
    - i. Committee Reports - *Discussion/Action*
  - b} Mission Update - *Discussion/Action*
  - c} eDNA Sampling - *Discussion/Action*
  - d} Reorganizing the Website - *Discussion/Action*
  - e} RFQ/RFP Scoring - *Discussion/Action*
  - f} FY2023 Budget - *Discussion/Action*
  - g} Introduction of Missoula County Health Sanitarian - *Questions & Answers*
  - h} Test Result Map - *Discussion*
10. NEW BUSINESS:
  - a} Meeting Locations - *Discussion/Action*
11. NEXT SCHEDULED MEETING: May 19, 2022
12. AGENDA ITEMS FOR NEXT SCHEDULED MEETING:
13. ADJOURNMENT:

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**Fwd: Save the Date: Serving on Public Boards - Missoula City/County Board Training**

1 message

Tue, Apr 12, 2022 at 3:10 PM

From: **Kyla Lehnerz** <klehnerz@missoulacounty.us>  
Date: Mon, Apr 11, 2022, 2:26 PM  
Subject: Save the Date: Serving on Public Boards - Missoula City/County Board Training  
To:

Greetings,

Thank you for your service to Missoula County. We hope you can join us for the hybrid board training from 3 to 5 p.m. Monday, May 16.

**This meeting will be held in hybrid model, with options for people to participate either by attending in person or calling in via Microsoft Teams.**

For those wishing to attend in person, the meeting will be held in the Missoula County Courthouse Annex in the Sophie Moiese Room.

In person seating capacity is limited. If you would like to attend in person, please RSVP and let me know as soon as possible.

I am coordinating with the city to ensure we do not go over the limits and we will be checking people in on the 16<sup>th</sup>.

If anything changes regarding the in-person option due to COVID, I will let you know!

For those wishing to join the meeting remotely, call-in information is below:

## Microsoft Teams meeting

**Join on your computer or mobile app**

Click here to join the meeting

**Or call in (audio only)**

+1 406-272-4824,,385151927# United States, Billings

Phone Conference ID: 385 151 927#

We encourage all county board members to attend training at least once a year. This is a great time to connect with other enthusiastic board members and share ideas, advice and experiences with one another.

**SEELEY LAKE SEWER DISTRICT  
REGULAR BOARD MEETING  
March 17, 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	Manager	PRESENT			

Public Attendance - Appendix A

**CALL TO ORDER:**

The meeting was called to order at 6:01pm and was held remotely via Zoom.

**APPROVAL OF AGENDA:**

Tom Morris noted that the Missoula County Sanitarian could not attend the meeting tonight; therefore, this item would be moved to the April agenda.

**Tom Morris moved to approve the agenda as amended.** 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

**PRESIDENT'S COMMENTS:**

Tom Morris requested that everyone should be respectful of everybody's time and to keep the meeting moving along.

**PUBLIC COMMENT:**

Mike Richards requested that the Sewer District return to real meetings as soon as possible. Mike Richards also questioned if the Board had discussed changing the fee assessment back to a fairer and more equitable method for everybody. Not as it had been previously, where the property owners around the lake had to pay ten times as much.

**CORRESPONDENCE:**

None.

**MINUTES:**

**February 17, 2022 Regular Meeting**

Tom Morris noted that there were two typos on pages 3 & 4. Cheri Thompson requested that the acronyms be spelled out the first time that they were used in the minutes and discussion followed.

**Cheri Thompson moved to spell out the acronyms and accept the minutes of the February 17, 2022 Board Meeting as amended.** Tom Morris seconded the motion. There was no further discussion. The motion was carried.

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

**FINANCIAL REPORTS:**

**Invoices – February 2022**

Tom Morris reviewed the January invoices.

**Tom Morris moved to pay the invoices.** 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

**January 2022 Financial Reports**

Felicity Derry reviewed the January financial reports, noting that as there was no line item in the budget for the Seeley Swan High School (SSHS) testing, the Flathead Bio Station invoices had been included in the Well/Lake Monitoring line item.

**MANGERS REPORT:**

Bill Decker noted that the Request For Qualifications (RFQ) had been published in the Pathfinder and statewide. There was also a link to the RFQ on the website. To date no RFQs had been received, although there had been email correspondence with some engineering firms, as well as with BioMicrobics.

Bill Decker had met with the Missoula City-County Health Department (MCCHD) and discussed the current regulations and restrictions, as well as drilling additional monitoring wells. Discussion followed on who should advise the District on the best locations to drill the new monitoring wells,

who could drill them and whether Bill Decker should get some quotes to drill the wells. The discussion then turned to the number of wells that would be needed, which was not to exceed five, and the depth of the wells that would be dug. The Board discussed the possibility of using some of the inactive house wells around town that in the past had not met the required parameters. Whether the testing wells around National Automotive Parts Association (NAPA) and other surrounding wells could be used was discussed.

## **UNFINISHED BUSINESS:**

### Action Plan for 2021-2022

#### Committee Reports

Cheri Thompson noted that she had met with Felicity Derry to evaluate the website. The Board discussed what documents should be archived and agreed to keep twelve months of minutes and agendas under the meetings tab and adding a tab for the Manager.

Pat Goodover suggested that as there was no imminent need for an income survey, it should be removed from the agenda. There were no objections to removing this item from the agenda.

Cheri Thompson requested approval to publish the article. Discussion followed on the final paragraph of the article referencing septic effluent contamination, and the study from which it had been taken. The wording of the final paragraph was discussed and there were no objections from the Board to the suggested alternative wording: "indicate the presence of septic effluent contamination in the airport area."

**Tom Morris moved to allow you (Cheri Thompson) to do the report with those changes.** Jason Gilpin seconded the motion. There was further 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

### Reorganizing the Website

Covered under committee reports.

**NEW BUSINESS:**

Request For Qualifications/Request For Proposals (RFQ/RFP) - Scoring

There was some discussion on the scoring sheet. Cheri Thompson requested that this item be tabled until the April meeting. There were no objections from the Board. Bill Decker added that the RFQs would be distributed to the Board for review.

Environmental Deoxyribonucleic Acid (eDNA) Sampling

Caryn Miske, Clearwater Resource Council (CRC), noted that she and Amanda Zehnis had spent a great deal of time researching the best plan for the eDNA testing, to ensure that the District's money was well spent and then outlined her findings. Subsequently CRC had created a new recommendation that utilized more detailed testing of the four samples taken from the lake at the beginning of June and then repeated two or three more times over the course of the year. Caryn Miske then summarized the testing regime and the reasons for this recommendation, noting that each test would cost \$800, as opposed to \$300, which just tested for human E. coli, as discussed at the last meeting.

Tom Morris noted that the budgeted amount of \$5,515 would only pay for one round of the more expensive testing and that he had understood from the discussion at the previous meeting that the originally proposed eDNA testing would separate out the human and animal DNA. Caryn Miske verified that the original proposal for eDNA testing would confirm and give the concentration of human e. Coli, but not if animal e. Coli were present. E. Coli samples would also need to be collected to show if there was a health hazard and help indicate potential problem areas. This would not be billed to the District. Discussion followed on possible testing regimes, water flow and the sampling locations in the lake. Budgeting for this testing in fiscal year 2023 (FY2023) was discussed. The Board discussed using the budgeted amount of \$5,515 for one set of \$300 samples and one set of \$800 samples. Caryn Miske added that \$200 would need to be spent on a piece of equipment to concentrate the samples, which would save money on postage.

Michael Richards asked when the first sample would be taken. Caryn Miske noted that the cheap round of testing would be in May and the expensive round in June.

Caryn Miske clarified that the Board wanted to do the e. Coli sampling starting in April, the screening eDNA (\$300) testing in May and the full eDNA (\$800) testing in June.

**Pat Goodover moved to start with the e. Coli sampling in April (CRC expense), the inexpensive eDNA sampling in May and the expensive eDNA sampling in June.** Cheri Thompson seconded the motion. Discussion followed on the sampling locations and what would change those locations. There was no further discussion. The motion was carried.

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

### FY2023 Budget

The expenses to date were reviewed and discussed. The discussion then turned to how to list the various water testing items and the amount to be allocated to those items. The well drilling line item, how to carry unspent funds over to FY2023 and decreasing the budget total were discussed.

Pat Goodover suggested putting the \$25,000 for drilling five wells into the next fiscal year and showing that it would be paid out of the reserve funds. The Board discussed doing this for other line items.

Bill Decker noted that in the future the money in the reserves would need to be used as matching funds for grants. Bill Decker suggested adding a line item for engineering. The Board discussed how to offset the budget with the reserve and agreed to discuss this further at the next meeting.

Michael Richards commented that he had paid ten times the assessment that other people had paid, which was unequitable, and that the assessment should be changed back to an equal assessment, as everybody received the same service. Discussion followed on the method of assessment and how the District would charge customers once there was an operational system. Felicity Derry clarified that last year there was an equal assessment of \$245.75 per lot, it had been the previous year that the assessment had been much higher for the lake properties.

### Test Result Map

This would be added to the April agenda.

### Introduction of Missoula City-County Health Sanitarian

This would be added to the April agenda.

## **NEXT REGULARLY SCHEDULED MEETING: April 21, 2021**

### **AGENDA ITEMS FOR NEXT SCHEDULED MEETING:**

Tom Morris noted that the following items should be added to the April agenda: Action Plan – Committee Reports, Mission Update, eDNA Sampling, Reorganizing the Website, Introduction of the County Health Sanitarian, RFQ/RFP Scoring, 2023 Budget, Test Result Map and Meeting Locations.

Mike Richards asked if the April meeting would be in-person. The Board discussed holding in-person meetings and checking what locations would allow for the meetings to continue to be Zoomed. The Board agreed to holding the April meeting via Zoom.

**ADJOURNMENT OF MONTHLY BOARD MEETING:**

Tom Morris moved to adjourn the meeting at 8: 32pm. Cheri Thompson seconded the motion.

Attest:

\_\_\_\_\_  
Tom Morris, President

\_\_\_\_\_  
Felicity Derry, Secretary

DRAFT



**Seeley Lake Sewer District  
Invoices for March 2022**

**District:**

Seeley Lake Water District - <i>Inv#207 March 2022</i>	\$82.65
Name Cheap Domain Renewal (SeeleySewer.org)	\$12.16
Immense Impact - <i>Inv#21-1006EGZ</i>	\$429.00
ME Lab - <i>Inv# 2202902 Well &amp; Lake Testing March 2022</i>	\$185.50
Bill Decker - <i>March/April 2022</i>	\$478.66
Felicity Derry - <i>March/April 2022</i>	\$378.00
	<b>\$1,565.97</b>

**Account Balances as of 03/31/2022**

Citizens Alliance Account	\$4,682.36		\$4,682.36
Reserve	\$28,000.00		\$28,000.00
Missoula County Account	\$180,604.49	(\$1,565.97)	\$179,038.52
	<b>\$213,286.85</b>		<b>\$211,720.88</b>

**Seeley Lake - Missoula County Water District**

PO Box 503  
Seeley Lake, MT 59868-0503

Phone # 406-677-2559

**Invoice**

DATE	INVOICE #
4/1/2022	207

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		4/1/2022	Vince	

QUANTITY	ITEM CODE	DESCRIPTION	PRICE EACH	AMOUNT
5	Misc	Bookkeeping & Admin March 2022	15.00	75.00
153	MiscO	Copies	0.05	7.65



THANK YOU!	<b>Total</b>	\$82.65
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We stand with our friends and colleagues in Ukraine. To support Ukraine in their time of need visit this page.



Bulk Settings 

Edit Cart 

### Domain Renewal

seeleysewer.org



1 Year 

AUTO-RENEW

~~\$14.98~~ \$11.98

20%

▼ ICANN fee

\$0.18

### Privacy and Uptime Protection

#### Domain Privacy \*

1 year subscription

ENABLE AUTO-RENEW

\$0.00

FREE FOREVER!

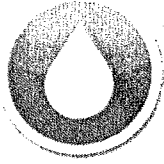
▼ What is the benefit?

#### PremiumDNS <sup>NEW</sup>

ENABLE AUTO-RENEW

~~\$4.88~~

▼ What is the benefit?



Immense Impact, LLC.  
(888) 551-4815 Ext: 4

P.O. Box 121034  
Arlington, Texas  
76012  
United States

## IMMENSE IMPACT, LLC

Home of [RuralWaterImpact.com](http://RuralWaterImpact.com) & [MunicipalImpact.com](http://MunicipalImpact.com)

Billed To	Date of Issue	Invoice Number	Amount Due (USD)
Attn: Ms. Felicity Derry	04/10/2022	21-1006EGZ	<b>\$429.00</b>
Seeley Lake Sewer District	Due Date	Reference	
281 Rice Ridge Road	05/10/2022	19-0510SLS	
P.O. Box 403			
Seeley Lake, Montana			
59868			
United States			

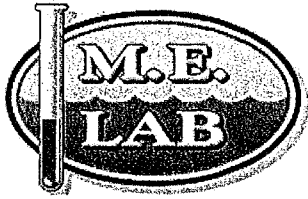
Description	Rate	Qty	Line Total
RWI Tier 1 Annual Subscription - 22 Rural Water Impact Tier 1 (0-750 connections) Annual Website Subscription Includes Hosting, Unlimited Customer Support, All Website Software Updates & Upgrades.	\$468.00	1	\$468.00
RWI Tier 1 Giving Back - 22 RWI Tier 1 Customer Appreciation - 1 Month Free with Annual Subscription.	-\$39.00	1	-\$39.00
	Subtotal		429.00
	Tax		0.00
	Total		429.00
	Amount Paid		0.00
	Amount Due (USD)		\$429.00

### Notes

Seeley Lake Sewer District's Annual Website Subscription Dates: May 10, 2022 to May 10, 2023.

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: 04/08/2022  
Invoice #: 2202902

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

Order#: M2202902
PO #:
Project: Quarterly Monitoring Wells

Service	Procedure Description	QTY	Price	Price Factor	Invoice Amount
Laboratory	Coliform	3	\$45.00	15%	\$114.75
	Chloride	5	\$22.00	15%	\$93.50
	Nitrate + Nitrite, Total	5	\$25.00	15%	\$106.25
Office	Additional copies or faxes	1	\$1.00	0%	\$1.00
	Postage	1	\$45.00	0%	\$45.00

Balance Due: \$360.50

MCCHD \$175.00-  
\$185.50



Felicity Derry  
March/April 2022

Date	Time	Subject	Hours
3/17/2022	5:30-8:30p	Meeting Prep & Meeting	3.00
3/29/2022	4:45-8:30p	Minutes	3.75
4/4/2022	4:00-8:00p	Minutes & Admin	4.00
4/5/2022	4:00-6:15p	Minutes & Admin	2.25
4/11/2022	4:45-6:30p	Minutes & Admin	1.75
4/12/2022	4:45-6:45p	Minutes & Admin	2.00
4/13/2022	4:45-7:00p	Admin	2.25
4/14/2022	7:30-9:30p	Admin	2.00
			<hr/> 21.00

21 x \$18 = \$378.00

\$378.00  
**\$378.00**

	FEBRUARY 2022	MTHLY BUDGET	2022 FISCAL YTD	YTD BUDGET	2022 BUDGET	% OF BUDGET
<b>OPERATING BILLED INCOME</b>						
Fee Assessment	\$1,867.90	\$10,341.83	\$82,777.06	\$82,734.67	\$124,102.00	66.7
Interest Income CAB	\$3.76	\$0.00	\$44.74	\$0.00	\$0.00	
Interest Income Missoula County	\$34.98	\$0.00	\$197.51	\$0.00	\$0.00	
<b>TOTAL OPERATING INCOME</b>	<b>\$1,906.64</b>	<b>\$10,341.83</b>	<b>\$83,019.31</b>	<b>\$82,734.67</b>	<b>\$124,102.00</b>	<b>66.9</b>
<b>OPERATING EXPENSES</b>						
Audit	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
Bookeeping	\$135.00	\$583.33	\$1,215.00	\$4,666.67	\$7,000.00	17.4
Dues & Subscriptions	\$0.00	\$70.83	\$247.21	\$566.67	\$850.00	29.1
Election	\$0.00	\$83.33	\$0.00	\$666.67	\$1,000.00	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	\$833.33	\$0.00	\$6,666.67	\$10,000.00	0.0
Legal	\$543.00	\$1,250.00	\$543.00	\$10,000.00	\$15,000.00	3.6
Licenses & Fees	\$0.00	\$0.00	\$30.00	\$0.00	\$0.00	0.0
Meals, etc.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
Office Supplies	\$9.65	\$29.17	\$86.20	\$233.33	\$350.00	24.6
Postage	\$0.00	\$25.00	\$0.00	\$200.00	\$300.00	0.0
Public Relations	\$0.00	\$29.17	\$114.40	\$233.33	\$350.00	32.7
Manager	\$293.28	\$2,140.42	\$293.28	\$17,123.33	\$25,685.00	1.1
Secretary	\$382.50	\$500.00	\$2,848.50	\$4,000.00	\$6,000.00	47.5
Training	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
Travel	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
Water Testing	\$0.00	\$133.33	\$0.00	\$1,066.67	\$1,600.00	0.0
Well/Lake Monitoring	\$0.00	\$228.33	\$1,460.50	\$1,826.67	\$2,740.00	53.3
Nutrient Budget Analysis	\$0.00	\$459.58	\$0.00	\$3,676.67	\$5,515.00	0.0
Drill 5 Wells	\$0.00	\$2,083.33	\$0.00	\$16,666.67	\$25,000.00	0.0
Repay Missoula Co Loan	\$0.00	\$1,826.00	\$21,912.00	\$14,608.00	\$21,912.00	100.0
<b>TOTAL OPERATING EXPENSES</b>	<b>\$1,363.43</b>	<b>\$10,341.83</b>	<b>\$28,750.09</b>	<b>\$82,734.67</b>	<b>\$124,102.00</b>	<b>23.17</b>
<b>NET OP. INCOME (LOSS)</b>	<b>\$543.21</b>	<b>\$0.00</b>	<b>\$54,269.22</b>	<b>\$0.00</b>	<b>\$0.00</b>	

# BALANCE SHEET

## ASSETS

12/31/21

01/31/22

02/28/22

### CURRENT ASSETS

Cash Accounts	12/31/21	01/31/22	02/28/22
Citizens Alliance Bank Account	\$32,670.28	\$32,674.44	\$32,678.20
- District Reserve Funds	\$28,000.00	\$28,000.00	\$28,000.00
- General District Funds	\$4,670.28	\$4,674.44	\$4,678.20
Missoula County Account	\$180,768.62	\$180,576.62	\$181,659.07
<b>Total Cash Assets</b>	<b>\$213,438.90</b>	<b>\$213,251.06</b>	<b>\$214,337.27</b>

Accounts Receivable

\$0.00

\$0.00

\$0.00

**TOTAL CURRENT ASSETS**

**\$213,438.90**

**\$213,251.06**

**\$214,337.27**

### FIXED ASSETS

Total Fixed Assets

\$2,033,813.16

\$2,033,813.16

\$2,033,813.16

**TOTAL ASSETS**

**\$2,247,252.06**

**\$2,247,064.22**

**\$2,248,150.43**



**BALANCE SHEET****LIABILITIES & EQUITY**

12/31/21

01/31/22

02/28/22

**CURRENT LIABILITIES**

Accounts Payable	\$44.00	\$0.00	\$543.00
Advance LOR Grant Income	\$0.00	\$0.00	\$0.00
<b>Total Current Liabilities</b>	<b>\$44.00</b>	<b>\$0.00</b>	<b>\$543.00</b>

**TOTAL LIABILITIES**\$44.00\$0.00\$543.00**OWNERS' EQUITY**

Retained Earnings	\$2,193,338.21	\$2,193,338.21	\$2,193,338.21
Net Income (Loss)	\$53,869.85	\$53,726.01	\$54,269.22
<b>Total Owners' Equity</b>	<b>\$2,247,208.06</b>	<b>\$2,247,064.22</b>	<b>\$2,247,607.43</b>

**TOTAL LIABILITIES & EQUITY**\$2,247,252.06\$2,247,064.22\$2,248,150.43

## CASH FLOW RECONCILIATION

	31-Jan	28-Feb	FISCAL YTD
<b>TOTAL NET INCOME (LOSS)</b>	(\$143.84)	\$543.21	\$54,269.22
<b>Operating Activities</b>			
Accounts Payable	(\$44.00)	\$543.00	(\$3,291.00)
<b>Total Investing Activities</b>	(\$44.00)	\$543.00	(\$3,291.00)
<b>INCREASE (DECREASE) IN NON-CASH ASSETS</b>			
Accounts Receivable	\$0.00	\$0.00	\$0.00
<b>NET CASH INCREASE (DECREASE)</b>	<b>(\$187.84)</b>	<b>\$1,086.21</b>	<b>\$50,978.22</b>
<b>CHANGE IN ACCOUNT BALANCES</b>			
Cash at Beginning of Period	\$213,438.90	\$213,251.06	\$163,359.05
Cash at End of Period	\$213,251.06	\$214,337.27	\$214,337.27
<b>Change in Account Balances</b>	<b>(\$187.84)</b>	<b>\$1,086.21</b>	<b>\$50,978.22</b>

**Seeley Lake - Missoula County Sewer District**  
**Check Detail**  
February 2022

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt - Check	1968	02/18/2022	Seeley Lake Water District		1001 - Missoula Co...	-144.65	-144.65
Bill	Inv#205	02/01/2022			6652 - Bookkeeping ... Copies	-135.00 -9.65	135.00 9.65
TOTAL						-144.65	144.65
Check	1969	02/18/2022	Decker, William		1001 - Missoula Co...	-293.28	-293.28
TOTAL					6117 - Sewer Distric...	-293.28	293.28
Check	1970	02/18/2022	Felicity Derry		1001 - Missoula Co...	-382.50	-382.50
TOTAL					6110 - Secretary	-382.50	382.50

## Manager's Report April 2022

I had a meeting with Michael Richards regarding the District. We discussed the District boundaries, treatment options as well as system options. Michael was going to the Montana Rural Water Conference in Great Falls and offered to talk to Engineering firms and equipment suppliers about our RFQ. He did that and I am thankful for his help.

I contacted Ryan Sokolowski of FWP and he agreed to meet with me to discuss the Clearwater RV dump. We met, he was very helpful but suggested I should contact Randy Arnold in Helena.

At the Suggestion of Nathan Bourne I emailed Ginette Abdo at The Bureau of Mines and Geology and asked if they could provide assistance to the District in choosing sites for possible new monitoring wells. I have not heard back from them.

I exchanged emails with a number of people with questions about our RFQ.

I contacted Randy Arnold about the Clearwater RV dump, he replied by email and that email I forwarded to Felicity to be included in my report.

I did a ride along with Vince while he did the quarterly testing for the District.

Tom, Felicity and I met and opened the RFQs. We received two RFQs on the correct date, they included the required 7 hard copies and are excellent RFQs. We received one RFQ on the correct date via email. We received one RFQ one day late, it is an excellent RFQ. I was contacted by another possible respondent the day after we opened the RFQs. It is unfortunate that this individual waited so long to contact me as it probably would have been an excellent RFQ.

3/16 Phone conversation with Brian Clifton	30 minutes
3/15 Team meeting with Shannon Mizz County Health Dept	75 minutes
3/17 Meeting with Michael Richards	85 minutes
3/17 March Board Meeting	150 minutes
3/18 Emails to Ryan FWP	15 minutes
3/21 Email to Bureau of Mines and Geology	15 minutes
3/22 Emails with AquaTech	30 minutes
3/25 Conversation with Ryan FWP concerning Clearwater RV Dump	45 minutes
3/24 Emails with Prospect Construction	15 minutes
3/28 Ride along with Vince	150 minutes
4/5 Emails with FWP, Randy Arnold	15 minutes
4/4 Emails with Bob Parcell	15 minutes
E mails, Morrison Maierlie, Septic Net, Aqua Tech	45 minutes
3/25 Phone conversation with Morrison Maierlie	30 minutes
4/4 Community Council Meeting	45 minutes
3/12 Meeting to open Qualifications	40 minutes
3/13 Phone conversation with Bobby Edeberg	15 minutes
3/13 Reviewing Qualifications	170 minutes
3/14 Reviewing Qualifications	120 minutes

18.41 hrs



Felicity Derry <sldssecretary@gmail.com>

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**Fwd: [EXTERNAL] Clearwater RV Dump**

1 message

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**Bill Decker** <sldsmanager@gmail.com>  
To: Felicity Derry <sldssecretary@gmail.com>

Fri, Apr 15, 2022 at 11:10 AM

----- Forwarded message -----

From: **Arnold, Randy** <rarnold@mt.gov>  
Date: Tue, Apr 5, 2022 at 2:01 PM  
Subject: RE: [EXTERNAL] Clearwater RV Dump  
To: Bill Decker <sldsmanager@gmail.com>

Thanks for the email, Bill. Yes, lots of rumors out there, and I appreciate that you're making an effort to get accurate information!

I have requested the detailed report and estimates from our engineers with our Design and Construction unit in Helena so that the estimates can be better understood. I hope to get that soon. I have been operating mostly with second hand information on what the details rough estimates were. So, apologies up front for where I get things incorrect!

I can describe that the originating issues were with the pumps (I believe they were the effluent pumps) which were aging and continually failing. We contracted to repair/replace the pumps, but in working on the repairs it was discovered that the original pipe used on the site was all cast iron and was corroded to the point of failure. The more you messed with them, the more they dissolved. We could no longer get anyone to work on the pumps without replacing the connecting pipe works. We ended up abandoning one of the pumps, operating on one tank/pump system until we had similar problems there.

Subsequent requests for repairs were managed by our engineers who found other portions of the tank system that were problematic, similarly compromised, or worth replacing while we were making repairs. Once you cross the threshold of breaking into the system, there's a pretty obvious decision to fix and/or update what we can while we are working on it (might as well get it right). I believe the drain fields are all OK, but a lot of the system needs to be replaced.

One of the other issues with the system was that it was originally designed for two RV's to dump at a time. However, that design required half of the RVs to come in from the other direction. At some point, flow of traffic into the rest area was adjusted to be one-way, and the dump station became one-at-a-time. During peak use, the waiting RVs would back up to where flow of larger trucks, and vehicles pulling boats and trailers couldn't get through the rest area. If we do move forward with repairing the septic we would like to consider a redesign, likely a second "island", so two RVs can dump at the same time while maintaining one-way flow of traffic.

I hope that starts to describe some of what we're dealing with. As for the engineering report and estimates, I hope to have those details this week. Happy to find some time to visit and provide additional details once I have them.

Randy

**Randy Arnold**

Regional Supervisor

Montana Fish, Wildlife & Parks, Region 2

3201 Spurgin Rd

Missoula, MT 59804

O: (406) 542-5504 | C: (406) 552-8708

Montana FWP



THE **OUTSIDE** IS IN US ALL.



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**From:** Bill Decker <slsdmanager@gmail.com>

**Sent:** Sunday, April 3, 2022 11:28 AM

**To:** Arnold, Randy <ramold@mt.gov>

**Subject:** [EXTERNAL] Clearwater RV Dump

Randy, my name is Bill Decker, I am the new Seeley Lake Missoula County Sewer District Manager. I am writing to learn more about the Clearwater RV Dump.

I have met with Ryan Sokoloski and he was very helpful but I still have questions.

Specifically why it is not operating and what can be done to get it operational.

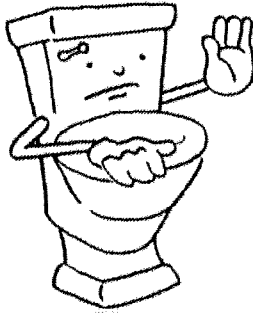
I have reviewed the design schematic and I have inspected the facility as best I could as it is secured.

As you may be aware there are a number of theories circulating in the community as to the reason the dump is closed and also a number of estimates on the cost to repair and make the dump operational again. These rumoured costs to repair seem exceedingly high to me and are probably not based on any actual estimates, it would be nice to have an actual estimate.

I am also curious if the FWP has considered working with DOT in operating the RV dump or if that is even possible. DOT contracts out the maintenance of its septic/drain field (which I am told is similar in design to the FWP system) and it seems to be working fine.

If possible I would like to meet and discuss this issue with you. I am available just about any time.

Thank you for your time and I look forward to meeting with you.



## Sewer District - LOWDOWN BULLETIN

### TESTING HISTORY, part 2

In both 1993 and 1995, the Department of Geology at the University of Montana did a study called "Cumulative Effects of Domestic Sewage Disposal on Groundwater of Missoula County: An analysis of Carrying Capacity" for the Missoula County Commissioners.

The second site that was tested, was within the Seeley Lake Water District, directly to the east of Highway 83. One complication they found was that although quite densely populated, there weren't many well as it is in the water district, but they do have septic systems. The study installed three groundwater monitoring wells. These wells are two inch diameter PVC pipe with a five foot screen interval that extend about 47' below the surface. The geology of the airport and

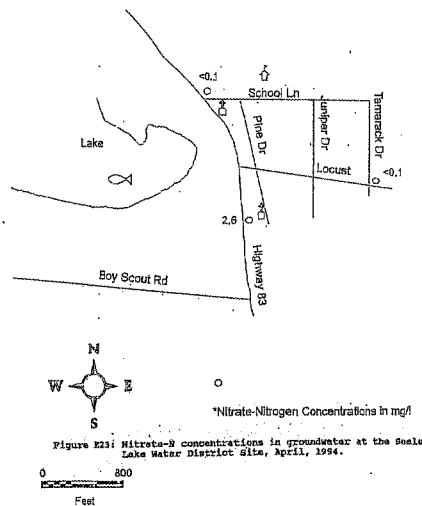
water district areas are similar.

The water district ground water generally flows west.

Background concentration of nitrate-N implied from the eastern and northern wells, were at or below the detection limit at less than 0.1 mg/1. The southern well exceeded the detection limit for N at 2.6 mg/1.

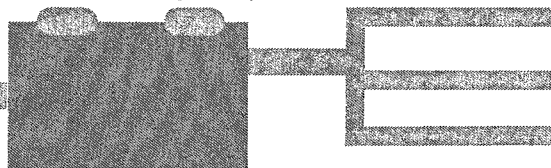
While nitrate is the most common groundwater and drinking water contaminant, nitrate in the groundwater at levels below 2 parts per million may be considered to be

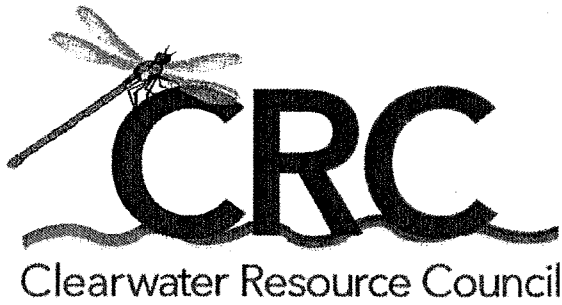
Nitrate-Nitrogen Concentrations in the Groundwater  
Seeley Lake, MT for April 1994



naturally occurring "background concentrations". Nitrate can come from a variety of sources related to human activity, including animal and human waste, feedlots, fertilizers and septic systems.

**NEXT MONTH:  
More Testing**





# Microbial Source Tracking Proposal

## Overview

Microbial source tracking (MST) identifies particular traits in fecal bacteria that are associated with specific hosts. In other words, scientists are able to confirm the source of feces by looking at specific parts of the DNA extracted from the water. Figure 1 shows an overview of the microbial source tracking process. First, feces are deposited into the lake from animals such as dogs, deer, geese, and humans. Then, a water sample is taken from the lake and sent to a lab. There, lab personnel are able to extract the DNA associated with feces in the water. Finally, they match the extracted DNA with its original source. In result, you have a clear and quantitative comparison of the fecal contamination sources. The hypothetical example in Figure 1 shows that 45% of the fecal contamination is coming from humans, 16% from geese, 24% from deer, 7% from dogs, and 8% from all other sources.

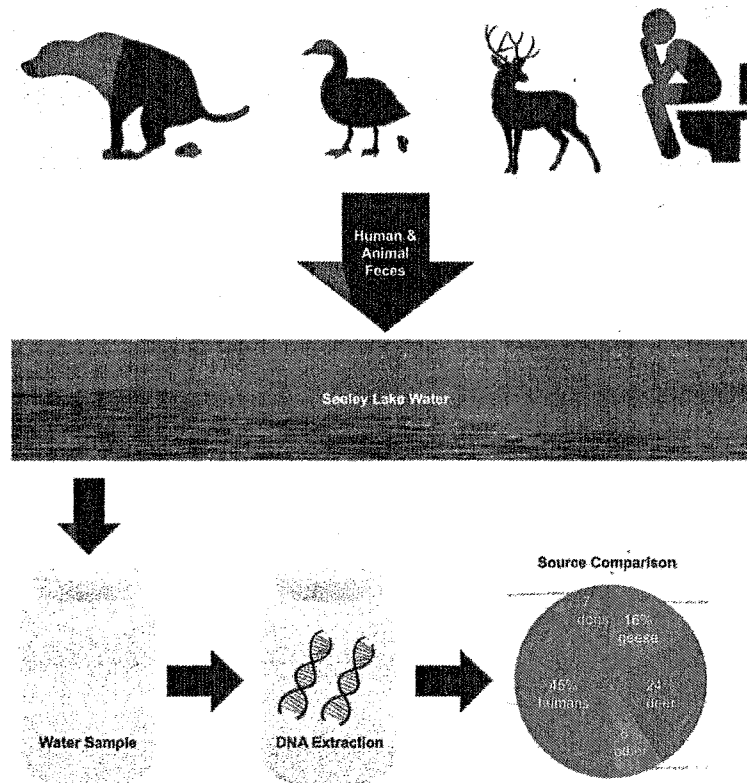


Figure 1



# Testing Proposal

## WHAT

CRC is proposing to test for 4 different sources of fecal contamination in Seeley Lake.

1. Geese
2. Dogs
3. Humans
4. Deer
5. All other sources

As mentioned in the overview, testing for all these sources of fecal contamination will allow us to compare the relative amounts from each source. In conjunction with the microbial source tracking, CRC plans to conduct E. coli testing (paid for by a separate, lab-funded grant). The E. coli testing will allow us to double check that the microbial source tracking is identifying the largest sources of fecal contamination. For example, if testing shows that there is a lot of E. coli in the water but the microbial source tracking shows that it is not coming from geese, dogs, humans or deer, then we know there is a different source that we had not considered. In addition, E. coli is a fecal indicator bacteria meaning we can compare the E. coli results to existing water quality criteria. Thus, the E. coli data will contextualize the microbial source tracking results. Care will be taken to analyze both the E. coli results and the microbial source tracking results to ensure that the testing identifies the sources of fecal contamination in Seeley Lake.

## WHERE

CRC is proposing to test for each of the sources (dog, deer, human, geese, other) at 4 different locations on Seeley Lake. The rationale for each site selection is outlined in Table 1 below, and Figure 2 shows the sites on a map. Note that sites were not selected at the outlets and inlets of the lake because these locations experience rapid change. Contamination from the rivers and streams should be reflected at the other testing sites.

Site ID	Rationale
Mid-lake Control	This site serves as a control because it is likely furthest away from any potential sources.
South Bay	This site is located close to the Seeley Lake downtown and business district. It was chosen because of the high density of development nearby.
Southwest Cabins	This site is located in an area with a high density of residential homes and cabins.
Northwest Homes	This site is located in an area with high density of residential homes and cabins. Additionally, this site is located in the northern half of the lake.

Table 1

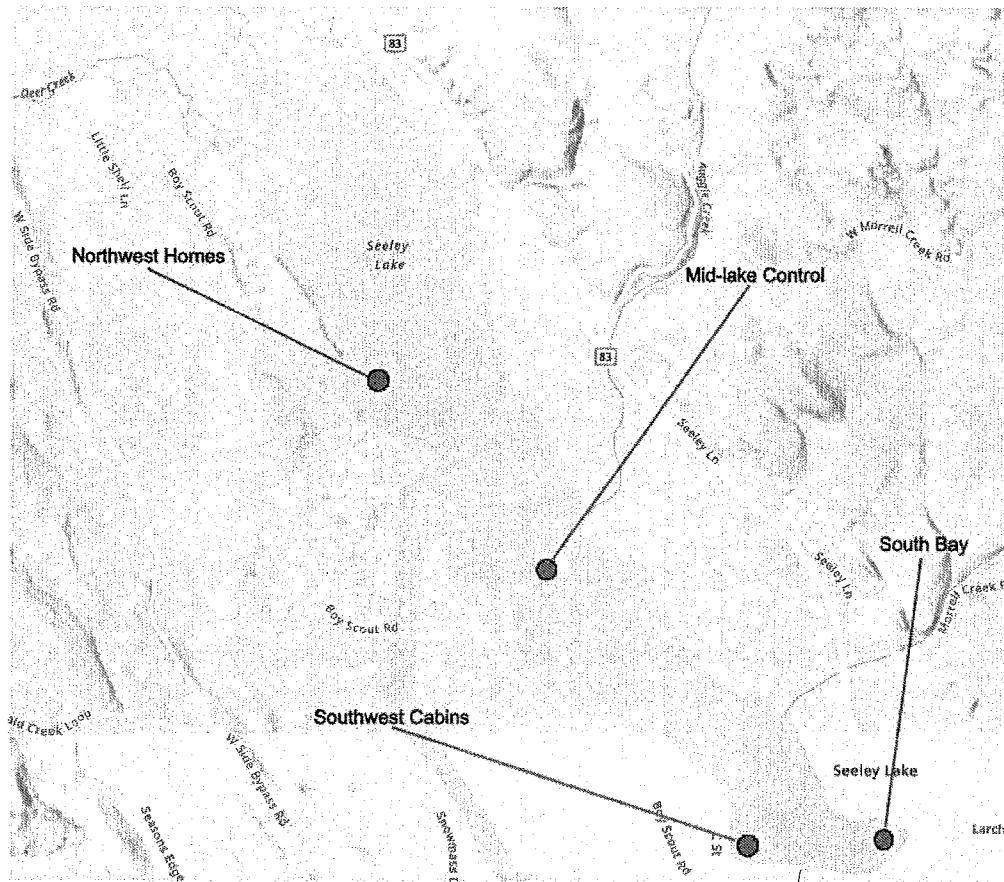


Figure 2

#### WHEN

CRC is proposing to do 1 round of testing (1 sample taken at each of the 4 sites) in the month of June. This month is ideal for doing the first round of microbial source tracking because it is a time of high usage of Seeley Lake.

#### NEXT STEPS

After the first round of testing is completed, CRC will analyze and present the results to the Seeley Lake Sewer District. It is suggested that further rounds of testing are completed to verify results. In addition to the microbial source tracking, testing Seeley Lake for formaldehyde could provide insight into potential RV tank contamination of lake water. While the details about this testing are not yet compiled, CRC is in the process of outlining the cost, procedure, and rationale for formaldehyde testing. At a later date, the details about formaldehyde testing can be presented to the Seeley Lake Sewer District Board for further consideration.

#### SOURCES

Shanks, Orin. Senior Research Geneticist. *US Environmental Protection Agency*.

Hsu, David and Wu, Meiyin. Directors. *New Jersey Center for Water Science and Technology*.

## March Action Plan Report

1. The **brochure** is available for distribution, do we want to put some someplace like the board at Cory's? Send an electronic PDF to people? Print and put some at the Darloa office at the barn?
2. Felicity and I worked on the rework of the **website** Friday. We developed some strategies and would like the board's input. Felicity.....
  1. Do we need to save and archive all of the agenda's or since the information is in the minutes as an action or table can we delete them.

## DOCUMENTS

### 1. **district information** (items that currently pertain to the district and district admin)

1. make the map first so it shows. So many people are using their phone and uploading the map from a link often takes an internet connection.

#### Relevant Documents

Interim District Manager Job Description - to new pull down

Missoula County Interlocal Agreement 2019 - archive

2020-08-06 Count Commissioners Ltr - archive

District Map 2020 - move to first so it shows

Current Adopted By-Laws - leave

District Rules & Regulations - leave

Letters from Board of Health & DEQ - **archive**

Missoula County Election Designation of Special District Agent Form -

leave

Who Can Vote in the SLSD Bond Election (2) - **leave**

Resolution#11192020 - **leave? archive**

Subdistrict Boundary Amendments - **leave**

### 2. **board admin** (items that directly pertain to the board members)

#### Relevant Documents

Declaration of Candidacy Form

Qualifications of Directors MCA

Director Interview Questions

Protests Fee Assessment FY22 - archive

FY2022 Adopted Fee Assessment Methodology Public Notice - archive

Notice of Public Hearing 06 28 21 - archive

FY2022 Budget Adopted 4 15 2021 - move to district information

FY2022 Draft Assessment Methodology Options - district information

Current Adopted By-Laws - archive

Resolution#08152019B Rules & Regulations -where are the rules and

regs

### 3. project info

#### Relevant Documents

- RFQ ( PDF / 40 KB ) - **Leave**
- 2018 PER Update Executive Summary - **archive**
- 2012 PER Executive Summary - **archive**
- Phase 1 Funding - **archive**
- Phase II Site Survey Information - **archive**
- Opinion of Probable Annual Operation Maintenance Costs Phase 1 & 2 - **archive**
- Project Budget - **archive**
- Resolution#11192020 - **archive**

### 4. working documents ( draft budget, draft RFQ, etc)

## MEETING AND BOARD INFO

### 1. board members

1. Delete one set of board info and emails.

### 2. meetings - good

### 3. agendas - keep 12 months delete the rest

### 4. minutes - good but add the current ones

### 5. archived documents - add old documents

### 6. ADD a pull down for Manager

1. add manager information/bio
2. add manager email
3. add job description - Interim District Manager Job Description

## RESOURCES

1. Make two pull down labels
  1. Water
  2. Sewer - **add resources**

## RFQ Scoring

### Points

- |                  |   |
|------------------|---|
| 20               | 1. Qualifications of the individual professionals to be assigned to the project |
| 20               | 2. Design/builders qualification and experience                                 |
| 15               | 3. Related experience on similar projects                                       |
| 10               | 4. Availability and capacity of the design/builder                              |
| 20               | 5. Familiarity with the District's wastewater facilities                        |
| 05               | 6. Location of Project Office   |
| $\frac{10}{100}$ | 7. Overall quality of the proposal  |

Seeley Lake Sewer District  
FY 2023 Operating Budget  
Working Document

<u>Budget Item</u>	<u>FY 2022</u> <u>Budget</u>	<u>FY 2022</u> <u>Actual to date</u> <span style="border: 1px solid black; padding: 2px;">[4/15/2022]</span>	<u>FY 2023</u>
Bookkeeping	\$7,000.00	\$1,380.00	\$7,000.00
From Reserves			(\$5,620.00)
Dues & Subscriptions	\$850.00	\$247.21	\$850.00
From Reserves			(\$602.79)
Election	\$1,000.00	\$0.00	\$1,000.00
From Reserves			(\$1,000.00)
Equipment	\$50.00	\$0.00	\$50.00
From Reserves			(\$50.00)
Income survey	\$750.00	\$0.00	\$750.00
From Reserves			(\$750.00)
Insurance-Liability	\$10,000.00	\$0.00	\$10,000.00
From Reserves			(\$10,000.00)
Legal	\$15,000.00	\$543.00	\$15,000.00
From Reserves			(\$15,000.00)
Licenses & Fees	\$0.00	\$30.00	\$50.00
Office Supplies	\$350.00	\$102.45	\$350.00
From Reserves			(\$247.55)
Postage	\$300.00	\$0.00	\$300.00
From Reserves			(\$300.00)
Public Relations	\$350.00	\$114.40	\$350.00
From Reserves			(\$236.00)
Manager	\$25,685.00	\$1,091.86	\$25,685.00
From Reserves			(\$24,593.14)
Secretary	\$6,000.00	\$3,483.00	\$6,000.00
From Reserves			(\$2,517.00)
Nutrient Budget Analysis	\$5,515.00	\$0.00	\$5,515.00
From Reserves			(\$5,515.00)
Water Testing	\$1,600.00	\$0.00	\$1,600.00
From Reserves			(\$1,600.00)
Well/Lake Monitoring	\$2,740.00	\$526.00	\$2,740.00
From Reserves			(\$2,214.00)
SeeleySwan High School	\$0.00	\$1,120.00	\$1,120.00
Drill 5 wells	\$25,000.00	\$0.00	\$25,000.00
From Reserves			(\$25,000.00)
Repay Missoula Co Loan	\$21,912.00	\$21,912.00	\$0.00
Engineering costs	\$0.00	\$0.00	\$25,000.00
<b>Total Budget:</b>	<b>\$124,102.00</b>	<b>\$30,549.92</b>	<b>\$33,114.52</b>

**NOTE: Those dollar amounts in red are carried forward from what was collected for FY 2022, but not spent**