

SEELEY LAKE SEWER DISTRICT
REGULAR BOARD MEETING
April 21, 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			

*Joined the meeting at 6:01pm
Public Attendance - Appendix A

CALL TO ORDER:

The meeting was called to order at 6:00pm and was held remotely via Zoom.

Pat Goodover joined the meeting at 6:01pm.

APPROVAL OF AGENDA:

Tom Morris moved to approve the agenda. 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 kind and courteous and to move along through the agenda.

PUBLIC COMMENT:

None

CORRESPONDENCE:

Board Training – Missoula County (Appendix B)

Tom Morris read the email. Discussion followed on Board members attending the board training.

MINUTES:

March 17, 2022 Regular Meeting

Pat Goodover moved to accept the minutes as presented. Jason Gilpin 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 – March 2022

Tom Morris reviewed the March invoices, noting that the Montana Rural Water (MRW) invoice had been added to the list, because it had just been received.

Cheri Thompson moved to pay all of the invoices, including Montana Rural Water. Pat Goodover seconded the motion. The amount budgeted for Dues & Subscriptions was discussed. There was no further discussion. The motion was carried.

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

The Immense Impact invoice was reviewed and the services they provided to the District were discussed.

February 2022 Financial Reports

Felicity Derry reviewed the February financial reports. The Fee Assessment income was reviewed.

MANGERS REPORT:

Bill Decker noted that he had met with Michael Richards prior to the last meeting. Michael Richards would be attending the Montana Rural Water Conference and had offered to speak to some engineers and vendors for the District. Bill Decker had also spoken with Ryan Sokoloski, Montana Fish, Wildlife & Parks (FWP), about the Clearwater RV Dump station.

Bill Decker rode along with Vince Chappell while he did the quarterly testing for the District.

Bill Decker had met with Tom Morris and Felicity Derry to open the Request For Qualifications (RFQs). Bill Decker reviewed when the four RFQs had been received, noting that one had been sent via email.

UNFINISHED BUSINESS:

Action Plan for 2021-2022

Committee Reports

Cheri Thompson had submitted the next article for Board approval.

Tom Morris moved to allow Cheri Thompson to publish the 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

Environmental Deoxyribonucleic Acid (eDNA) Sampling

Caryn Miske was not present and there was no discussion on this item.

Reorganizing the Website

Cheri Thompson outlined the potential changes for the Board to review. The Board reviewed the modifications and discussion followed.

Tom Morris moved to approve the reorganization as presented, with adding archiving the agendas, instead of deleting. 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

RFQ/Request For Proposals (RFP) Scoring

Bill Decker reviewed how the scoring could be used with the qualifications that had been received. Bill Decker was experiencing technical difficulties and left the meeting. The Board discussed if the scoring would be used to just rank the qualifications or to disqualify some of them. Bill Decker rejoined to the meeting. Bill Decker continued to review the qualifications and felt that the District should receive good RFPs from these companies.

Tom Morris suggested that proposals should be requested from all four companies. Bill Decker noted that he would like to contact the companies with a defined District and to ascertain what they would need to produce an RFP. Discussion followed on scoring the qualifications.

The Board and Bill Decker discussed AquaTech's email submittal.

Discussion followed as to how and when the Board should score the qualifications. Bill Decker suggested that the Board score the qualifications and the score sheets would then be attached to each qualification.

Tom Morris requested that the Board members score each of the qualifications and send the scores to Bill Decker prior to the next meeting.

Tom Morris moved that Bill go ahead and contact each of these four (companies) and ask them for a Request For Proposal. Pat Goodover seconded the motion. Cheri Thompson disagreed adamantly and thought that the request should be delayed, to enable the testing results to be organized. Cheri Thompson also questioned why some areas of the District where they had been no testing, such as Dogtown, were included in the District and suggested that Dogtown should be removed from the District. Requesting the RFPs and how long that process would take was discussed. Cheri Thompson suggested waiting six months to request the RFP, until the testing had been completed, to give the Board the most information to make a decision. Bill Decker reiterated that the District boundaries needed to be agreed upon before contacting these companies.

Discussion followed on testing, the PER and the District boundaries. Tom Morris noted that the motion had been to request proposals for the existing District boundaries. Pat Goodover confirmed that he had seconded that motion. Cheri Thompson asked that the proposals be requested after the June meeting.

Tom Morris amended the motion to have the manager contact each of the firms and ask them for a Request For Proposal to be submitted no sooner than six months from now. Discussion followed on the optimal time for the proposals to be submitted. The testing was discussed. Pat Goodover seconded the amended motion. Discussion followed. Bill Decker reviewed the path to this point and questioned requesting the proposals being submitted in such a manner. The motion was carried.

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

FY2023 Budget

Tom Morris suggested holding three months of operating funds, whereby increasing the reserve to \$32,000 and discussion followed. Hiring an engineer and what the engineering expense could be used for was discussed. The insurance expense was reviewed. The Board discussed the budget and

adding to the Public Relations expense. Offsetting the FY2023 budget with the reserves and the best way to communicate that to the public was discussed.

Cheri Thompson moved to pass a budget of \$40,000, increased over the \$33,114.52. With the difference added to the Public Relations budget for communicating with our members. Pat Goodover 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

Introduction of Missoula County Sanitarian

Brian Clifton from Missoula City-County Health Department (MCCHD) introduced himself and outlined his qualifications.

Nathan Bourne asked if Brian Clifton had looked at the special management area and if the County would consider reviewing the boundaries. Brian Clifton noted that he had reviewed the special management area, but could not speak for the County regarding the boundaries.

Test Result Map

Bill Decker noted that he had contacted the Bureau of Mines and Technology and asked for assistance with placing the new monitoring wells. Discussion followed on creating a picture of the testing. Cheri Thompson moved to table this item until the next meeting.

Caryn Miske apologized that she had been unable to attend the beginning of the meeting. With regard to the eDNA testing, CRC had secured additional funding to perform conductivity testing, e. Coli testing, and hopefully fluorescence testing in May. This preliminary work would help to ascertain the best sampling locations for the eDNA testing.

NEW BUSINESS:

Meeting Locations

There was no further information regarding the Wi-Fi at the Satellite Office. Continuing Zoom meetings was discussed.

Cheri Thompson left the meeting at 7:37pm.

Nathan Bourne felt that the Barn's hybrid meetings worked the best and reviewed how they were laid out. Discussion followed on the logistics of having a hybrid meeting. The Board discussed postponing the decision for a month, to get the logistics worked out. There were no objections from the Board to moving this item to next month's agenda and holding the May meeting via Zoom.

NEXT REGULARLY SCHEDULED MEETING: May 19, 2021

AGENDA ITEMS FOR NEXT SCHEDULED MEETING:

Tom Morris noted that the following items should be added to the May agenda: Action Plan – Committee Reports, Mission Update, RFP & Due Date, Test Result Map, eDNA Sampling and Meeting Locations.

Bill Decker asked for clarification on the RFP request. Discussion followed as to when the proposals should be requested and opened. Tom Morris suggested that the RFPs would be discussed at the November meeting. Nathan Bourne added that Cheri had asked for a delay to allow for the CRC testing to be done. Also, if the new monitoring wells were dug, potentially that data could significantly change the proposals. Bill Decker questioned if the process had been started without all of the information that was needed. Discussion followed on slowing down and delaying the RFPs.

ADJOURNMENT OF MONTHLY BOARD MEETING:

Tom Morris moved to adjourn the meeting at 7:56pm.

Attest:

Tom Morris, President

Felicity Derry, Secretary

