

Seeley Lake Sewer District
REGULAR BOARD MEETING AGENDA

DATE: Thursday, September 15, 2022
PLACE: **The Barn, 2920 Highway 83, Seeley Lake & Virtual Meeting via Zoom**
Computer: <https://us02web.zoom.us/j/82671415251?pwd=MnB4enFqZ2swcTR2YjRnQjEvOUVRdz09>
Telephone: 1 669 900 6833
Meeting ID: 826 7141 5251
Password: 821600
TIME: 6:00 p.m.

ROLL CALL

Tom Morris, President	O	05/2024
Pat Goodover, Vice President	O	05/2026
Jason Gilpin, Director	O	05/2024
Cheri Thompson, Director	O	05/2026
Troy Spence, Director	O	05/2026
Felicity Derry, Secretary	O	

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: None
6. MINUTES: August 18, 2022 - *Action*
7. FINANCIAL REPORTS:
 - a} Invoices – *Action*
 - b} June 2022
 - c} July 2022
8. MANAGER'S REPORT: Status Report
9. UNFINISHED BUSINESS:
 - a} Action Plan for 2021-2022 Committee Reports
 - i. FEMA -*Discussion/Action*
 - ii. Army Corps of Engineers - *Discussion/Action*
 - iii. Pathfinder Article & Email Newsletter - *Discussion/Action*
 - b} Mission Update – *Discussion/Action*
 - c} eDNA Sampling - *Discussion/Action*
 - d} Test Result Map – *Discussion/Action*
 - e} WET Sample Well Drilling - *Discussion/Action*
 - f} Committee Summary Report
 - i. AquaTech & IMEG - *Discussion/Action*
 - ii. Recommendation - *Discussion/Action*
10. NEW BUSINESS:
 - a} DNRC Easement -*Discussion/Action*
 - b} Meeting Location - *Discussion/Action*
11. NEXT SCHEDULED MEETING: October 20, 2022
12. AGENDA ITEMS FOR NEXT SCHEDULED MEETING:
13. ADJOURNMENT:

**SEELEY LAKE SEWER DISTRICT
REGULAR BOARD MEETING
August 18, 2022**

Tom Morris	President	PRESENT	Cheri Thompson	Director	PRESENT
Pat Goodover	Vice President	PRESENT*	Troy Spence	Director	PRESENT
Jason Gilpin	Director	PRESENT	Felicity Derry	Secretary	ABSENT
Bill Decker	Manager	PRESENT			

Public Attendance - Appendix A
*Joined the meeting at 6:06pm

CALL TO ORDER:

The meeting was called to order at 6:01pm and was held in person at the Barn, 2920 Highway 83, Seeley Lake and remotely via Zoom.

APPROVAL OF AGENDA:

Cheri Thompson noted that the date on the agenda needed to be corrected and discussion followed.

Tom Morris called the vote to approve the agenda as amended. There was no further discussion. The agenda was approved.

Tom Morris	Aye
Pat Goodover	Absent
Jason Gilpin	Aye
Cheri Thompson	Aye
Troy Spence	Aye

PRESIDENT'S COMMENTS:

Tom Morris noted that Felicity Derry was unable to make the meeting and requested that everybody state their name and speak clearly for the record.

PUBLIC COMMENT:

None.

CORRESPONDENCE:

None.

MINUTES:

July 28, 2022 - Regular Meeting and Public Hearing

Cheri Thompson moved to accept the minutes (July 28, 2022 – Regular Meeting & Public Hearing) as circulated. Jason Gilpin seconded the motion. There was no discussion. The motion was carried.

Tom Morris	Aye
Pat Goodover	Absent
Jason Gilpin	Aye
Cheri Thompson	Aye
Troy Spence	Aye

FINANCIAL REPORTS:

Invoices – July 2022

Tom Morris reviewed the July invoices.

Cheri Thompson moved to accept the invoices. Troy Spence seconded the motion. There was no discussion. The motion was carried.

Tom Morris	Aye
Pat Goodover	Absent
Jason Gilpin	Aye
Cheri Thompson	Aye
Troy Spence	Aye

June 2022 Financial Reports

Bill Decker noted that Missoula County had not closed out June 2022 and therefore there were no financial reports.

MANGER'S REPORT:

Pat Goodover joined the meeting.

Bill Decker reviewed his report and the committee summary report with Morrison Maeirle.

Tom Morris moved to accept the Manager's Report. Cheri Thompson seconded the motion. There was no discussion. The motion was carried.

Tom Morris	Aye
Pat Goodover	Aye
Jason Gilpin	Aye
Cheri Thompson	Aye
Troy Spence	Aye

UNFINISHED BUSINESS:

Action Plan for 2021-2022 - Committee Reports

Federal Emergency Management Agency (FEMA)

Tom Morris had been unable to connect with that contact. This item would be added to the next agenda.

Army Corps of Engineers

Cheri Thompson had no update on this item.

Pathfinder Article

Cheri Thompson reviewed the new article. Tom Morris clarified that the wells which were being tested were monitoring wells, not test wells, and therefore should be referred to as such. The National Automotive Parts Association (NAPA) wells were discussed.

Tom Morris moved to approve the article to be put in the paper. Jason Gilpin seconded the motion. There was no further discussion. The motion was carried.

Tom Morris	Aye
Pat Goodover	Aye
Jason Gilpin	Aye
Cheri Thompson	Aye
Troy Spence	Aye

Mission Update

None.

Environmental Deoxyribonucleic Acid (eDNA) Sampling

Caryn Miske noted that the E. coli samples had been taken and sent to the lab. To date there were no samples that Caryn Miske would recommend spending the money to have eDNA analysis performed. More E. coli samples would be taken at the end of August, which were paid for by an alternative funding source, and hopefully would be more viable. Caryn Miske then clarified the testing regime and why no samples had not been sent for eDNA analysis.

Test Result Map

No update to this item. Caryn Miske will be supplying the Board with an updated map.

WET Sample Well Drilling

The proposed additional sample wells and the Manager performing the tests were discussed. The discussion turned to authorizing the additional wells.

Pat Goodover moved to authorize WET to come back to the District with a proposal of where they would recommend, how many wells they would recommend and the cost. Troy Spence seconded the motion. The motion was discussed. The motion was carried.

Tom Morris	Aye
Pat Goodover	Aye
Jason Gilpin	Aye
Cheri Thompson	Aye
Troy Spence	Aye

ME Lab Testing & Budget Amendment

The increased cost for using ME Lab to test all of the current samples and the additional well monitoring was reviewed. Caryn Miske reviewed the Clearwater Resource Council (CRC) sampling costs. The sampling and testing costs were reviewed. The budget amendment was discussed.

Tom Morris moved to amend the budget to add \$2,000 to Water Testing, for a total of \$3,600, and to take that money from the Drill Wells line item. Reducing that line item from \$25,000 to \$23,000. Cheri Thompson seconded the motion. There was no further discussion. The motion was carried.

Tom Morris	Aye
Pat Goodover	Aye
Jason Gilpin	Aye
Cheri Thompson	Aye
Troy Spence	Aye

NEW BUSINESS:

Committee Summary Report - AquaTech

Bill Decker noted the report would be available at the next meeting. Scheduling a meeting with IMEG and the committee presenting a recommendation to the Board was discussed.

NEXT REGULARLY SCHEDULED MEETING: September 15, 2022

AGENDA ITEMS FOR NEXT SCHEDULED MEETING:

Tom Morris noted that the following items should be added to the July agenda: Action Plan – Committee Reports – FEMA, Army Corps of Engineers; Pathfinder Article; Mission Update; Test Result Map; eDNA Sampling and Email Newsletter; WET Well Drilling; Committee Summary Report and meeting location.

ADJOURNMENT OF MONTHLY BOARD MEETING:
Tom Morris moved to adjourn the meeting at 6:55pm.

Attest:

Tom Morris, President

Felicity Derry, Secretary

DRAFT

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

District:

Seeley Lake Water District - <i>Inv#212 August 2022</i>		\$126.60
Bill Decker - <i>August/September 2022</i>		\$468.00
Felicity Derry - <i>August/September 2022</i>		\$193.50
		\$788.10

Account Balances as of 08/31/2022

Citizens Alliance Account	\$32,707.92		\$32,707.92
Reserve	\$28,000.00		\$28,000.00
Missoula County Account	\$216,196.74	(\$788.10)	\$204,007.52
	\$248,904.66		\$236,715.44

Seeley Lake - Missoula County Water District

PO Box 503
Seeley Lake, MT 59868-0503

Invoice

Phone # 406-677-2559

DATE	INVOICE #
9/1/2022	212

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		9/1/2022	Vince	

QUANTITY	ITEM CODE	DESCRIPTION	PRICE EACH	AMOUNT
8	MiscI	Bookkeeping & Admin August 2022	15.00	120.00
132	MiscO	Copies	0.05	6.60

THANK YOU!	Total	\$126.60
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August/September Managers Report

At Cherie's request I reviewed past board meeting sign in sheets for email address of attendees. I found a few but Felicity provided me with a substantial list of district residents who had requested to be on the district mailing list. 2hrs

I worked with Schelby Smith, Felicity and Kim Myhre to submit the adjusted tax roll to the MT. Dept of Revenue. 6 hrs

I attended the August 28 regular meeting of the sewer district board. 1 hr

I prepared a summary of the August 29th AquaTech presentation for the selection committee. 3 hr

I had a phone discussion with WET regarding their monitoring well proposal. 30 minutes

I responded to an email from CageReview answering questions about valid email address phone number and employees. 15 minutes

I made email and phone enquiries regarding the status of the state land lease. 45 minutes

I reviewed easements for the state land and high school. 30 minutes

I reviewed the Montana Groundwater Information Center for information on monitoring wells in the Seeley area. 1 hr 15 minutes.

I made or received misc. short phone calls/ emails 30 minutes.

I met with Josh Alexander from WET, we toured the district and discussed the proposal for additional monitoring wells. 2hrs 15 minutes.

18hrs @ \$26/hr.

Felicity Derry
August/September 2022

Date	Time	Subject	Hours
8/30/2022	4:15-7:45p	Minutes & Admin	3.50
9/6/2022	4:30-8:00p	Minutes & Admin	3.50
9/7/2022	3:00-6:45p	Minutes & Admin	<u>3.75</u>
			10.75
		10.75 x \$18 = \$193.50	

\$193.50
\$193.50

OPERATING BILLED INCOME	JUNE 2022	MTHLY BUDGET	2022 FISCAL YTD	YTD BUDGET	2022 BUDGET	% OF BUDGET
Fee Assessment	\$11,403.96	\$10,341.83	\$124,931.78	\$124,102.00	\$124,102.00	100.7
Interest Income CAB	\$4.03	\$0.00	\$61.12	\$0.00	\$0.00	
Interest Income Missoula County	\$200.30	\$0.00	\$535.18	\$0.00	\$0.00	
TOTAL OPERATING INCOME	\$11,608.29	\$10,341.83	\$125,528.08	\$124,102.00	\$124,102.00	101.1
OPERATING EXPENSES						
Audit	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
Bookeeping	\$75.00	\$583.33	\$1,575.00	\$7,000.00	\$7,000.00	22.5
Dues & Subscriptions	\$0.00	\$70.83	\$938.37	\$850.00	\$850.00	110.4
Election	\$0.00	\$83.33	\$0.00	\$1,000.00	\$1,000.00	0.0
Equipment	\$0.00	\$4.17	\$0.00	\$50.00	\$50.00	0.0
Income Survey	\$0.00	\$62.50	\$0.00	\$750.00	\$750.00	0.0
Insurance - Liability	\$2,271.00	\$833.33	\$2,271.00	\$10,000.00	\$10,000.00	22.7
Legal	\$0.00	\$1,250.00	\$543.00	\$15,000.00	\$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	\$14.35	\$29.17	\$131.90	\$350.00	\$350.00	37.7
Postage	\$70.00	\$25.00	\$70.00	\$300.00	\$300.00	23.3
Public Relations	\$120.00	\$29.17	\$234.40	\$350.00	\$350.00	67.0
Manager	\$416.00	\$2,140.42	\$1,508.52	\$25,685.00	\$25,685.00	5.9
Secretary	\$310.50	\$500.00	\$4,153.50	\$6,000.00	\$6,000.00	69.2
Trainng	\$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	\$1,600.00	\$1,600.00	0.0
Well/Lake Monitoring	\$0.00	\$228.33	\$1,646.00	\$2,740.00	\$2,740.00	60.1
Nutrient Budget Analysis	\$0.00	\$459.58	\$0.00	\$5,515.00	\$5,515.00	0.0
Drill 5 Wells	\$0.00	\$2,083.33	\$0.00	\$25,000.00	\$25,000.00	0.0
Repay Missoula Co Loan	\$0.00	\$1,826.00	\$21,912.00	\$21,912.00	\$21,912.00	100.0
TOTAL OPERATING EXPENSES	\$3,276.85	\$10,341.83	\$35,013.69	\$124,102.00	\$124,102.00	28.21
NET OP. INCOME (LOSS)	\$8,331.44	\$0.00	\$90,514.39	\$0.00	\$0.00	

BALANCE SHEET

ASSETS

04/30/22

05/31/22

06/30/22

CURRENT ASSETS

	04/30/22	05/31/22	06/30/22
Cash Accounts			
Citizens Alliance Bank Account	\$32,686.25	\$32,690.55	\$32,694.58
- District Reserve Funds	\$28,000.00	\$28,000.00	\$28,000.00
- General District Funds	\$4,686.25	\$4,690.55	\$4,694.58
Missoula County Account	\$180,840.90	\$209,017.45	\$217,464.86
Total Cash Assets	\$213,527.15	\$241,708.00	\$250,159.44
Accounts Receivable	\$0.00	\$0.00	\$0.00
TOTAL CURRENT ASSETS	\$213,527.15	\$241,708.00	\$250,159.44
FIXED ASSETS			
Total Fixed Assets	\$2,033,813.16	\$2,033,813.16	\$2,033,813.16
TOTAL ASSETS	\$2,247,340.31	\$2,275,521.16	\$2,283,972.60

CASH FLOW RECONCILIATION

31-May 30-Jun FISCAL YTD

TOTAL NET INCOME (LOSS) \$28,180.85 \$8,331.44 \$90,514.39

Operating Activities

Accounts Payable	\$0.00	\$120.00	(\$3,714.00)
Total Investing Activities	\$0.00	\$120.00	(\$3,714.00)

INCREASE (DECREASE) IN NON-CASH ASSETS

Accounts Receivable \$0.00 \$0.00 \$0.00

NET CASH INCREASE (DECREASE) \$28,180.85 \$8,451.44 \$86,800.39

CHANGE IN ACCOUNT BALANCES

Cash at Beginning of Period	\$213,527.15	\$241,708.00	\$163,359.05
Cash at End of Period	\$241,708.00	\$250,159.44	\$250,159.44
Change in Account Balances	\$28,180.85	\$8,451.44	\$86,800.39

Seeley Lake - Missoula County Sewer District Check Detail June 2022

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt - Check	1984	06/17/2022	Seeley Lake Water District		1001 - Missoula County A...	-89.35	-89.35
Bill	Inv#209	06/01/2022			6652 - Bookkeeping Services Copies	-75.00 -14.35	75.00 14.35
TOTAL						-89.35	89.35
Bill Pmt - Check	1985	06/17/2022	The Cincinnati Insurance Co...		1001 - Missoula County A...	-2,271.00	-2,271.00
Bill	EMN04...	06/10/2022			6180 - Insurance Liability	-1,671.00	1,671.00
Bill	ETN049...	06/10/2022			6180 - Insurance Liability	-600.00	600.00
TOTAL						-2,271.00	2,271.00
Bill Pmt - Check	1986	06/17/2022	USPS		1001 - Missoula County A...	-70.00	-70.00
Bill	#403	06/01/2022			Postage	-70.00	70.00
TOTAL						-70.00	70.00
Check	1987	06/17/2022	Decker, William		1001 - Missoula County A...	-416.00	-416.00
TOTAL					6117 - Sewer District Cons...	-416.00	416.00
Check	1988	06/17/2022	Felicity Derry		1001 - Missoula County A...	-310.50	-310.50
TOTAL					6110 - Secretary	-310.50	310.50
TOTAL						-310.50	310.50

OPERATING BILLED INCOME	JULY 2022	MTHLY BUDGET	2023 FISCAL YTD	YTD BUDGET	2022 BUDGET	% OF BUDGET
Fee Assessment	\$1,146.69	\$2,700.59	\$1,146.69	\$32,407.02	\$32,407.02	3.5
Interest Income CAB	\$3.90	\$0.00	\$3.90	\$0.00	\$0.00	
Interest Income Missoula County	\$223.77	\$0.00	\$223.77	\$0.00	\$0.00	
TOTAL OPERATING INCOME	\$1,374.36	\$2,700.59	\$1,374.36	\$32,407.02	\$32,407.02	4.2
OPERATING EXPENSES						
Audit	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
Bookeeping	\$150.00	\$250.00	\$150.00	\$3,000.00	\$3,000.00	5.0
Dues & Subscriptions	\$0.00	\$83.33	\$0.00	\$1,000.00	\$1,000.00	0.0
Election	\$0.00	\$83.33	\$0.00	\$1,000.00	\$1,000.00	0.0
Equipment	\$0.00	\$4.17	\$0.00	\$50.00	\$50.00	0.0
Income Survey	\$0.00	\$62.50	\$0.00	\$750.00	\$750.00	0.0
Insurance - Liability	\$0.00	\$250.00	\$0.00	\$3,000.00	\$3,000.00	0.0
Legal	\$0.00	\$1,250.00	\$0.00	\$15,000.00	\$15,000.00	0.0
Licenses & Fees	\$0.00	\$5.42	\$0.00	\$65.00	\$65.00	0.0
Meals, etc.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
Office Supplies	\$63.12	\$29.17	\$63.12	\$350.00	\$350.00	18.0
Postage	\$209.96	\$25.00	\$209.96	\$300.00	\$300.00	70.0
Public Relations	\$0.00	\$62.50	\$0.00	\$750.00	\$750.00	0.0
Manager	\$923.00	\$2,140.42	\$923.00	\$25,685.00	\$25,685.00	3.6
Secretary	\$387.00	\$500.00	\$387.00	\$6,000.00	\$6,000.00	6.5
Trainng	\$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	\$300.00	\$0.00	\$3,600.00	\$3,600.00	0.0
Well/Lake Monitoring	\$0.00	\$228.33	\$0.00	\$2,740.00	\$2,740.00	0.0
Nutrient Budget Analysis	\$0.00	\$459.58	\$0.00	\$5,515.00	\$5,515.00	0.0
Drill Wells	\$0.00	\$1,916.67	\$0.00	\$23,000.00	\$23,000.00	0.0
Engineering Costs	\$0.00	\$2,083.33	\$0.00	\$25,000.00	\$25,000.00	0.0
TOTAL OPERATING EXPENSES	\$1,733.08	\$9,733.75	\$1,733.08	\$116,805.00	\$116,805.00	1.48
DISTRICT RESERVE OFFSET				(\$84,397.98)	(\$84,397.98)	
NET OP. INCOME (LOSS)	(\$358.72)	(\$7,033.17)	(\$358.72)	\$0.00	\$0.00	

BALANCE SHEET

ASSETS

05/31/22

06/30/22

07/31/22

CURRENT ASSETS

	05/31/22	06/30/22	07/31/22
Cash Accounts			
Citizens Alliance Bank Account	\$32,690.55	\$32,694.58	\$32,698.48
- District Reserve Funds	\$28,000.00	\$28,000.00	\$28,000.00
- General District Funds	\$4,690.55	\$4,694.58	\$4,698.48
Missoula County Account	\$209,017.45	\$217,464.86	\$216,982.24
Total Cash Assets	\$241,708.00	\$250,159.44	\$249,680.72
Accounts Receivable	\$0.00	\$0.00	\$0.00
TOTAL CURRENT ASSETS	\$241,708.00	\$250,159.44	\$249,680.72
FIXED ASSETS			
Total Fixed Assets	\$2,033,813.16	\$2,033,813.16	\$2,033,813.16
TOTAL ASSETS	\$2,275,521.16	\$2,283,972.60	\$2,283,493.88

BALANCE SHEET**LIABILITIES & EQUITY****05/31/22****06/30/22****07/31/22****CURRENT LIABILITIES**

Accounts Payable	\$0.00	\$120.00	\$0.00
Advance LOR Grant Income	\$0.00	\$0.00	\$0.00
Total Current Liabilities	\$0.00	\$120.00	\$0.00

TOTAL LIABILITIES**\$0.00****\$120.00****\$0.00****OWNERS' EQUITY**

Retained Earnings	\$2,193,338.21	\$2,193,338.21	\$2,283,852.60
Net Income (Loss)	\$82,182.95	\$90,514.39	(\$358.72)
Total Owners' Equity	\$2,275,521.16	\$2,283,852.60	\$2,283,493.88

TOTAL LIABILITIES & EQUITY**\$2,275,521.16****\$2,283,972.60****\$2,283,493.88**

CASH FLOW RECONCILIATION

	30-Jun	31-Jul	FISCAL YTD
TOTAL NET INCOME (LOSS)	\$8,331.44	(\$358.72)	(\$358.72)
Operating Activities			
Accounts Payable	\$120.00	(\$120.00)	(\$120.00)
Total Investing Activities	\$120.00	(\$120.00)	(\$120.00)
INCREASE (DECREASE) IN NON-CASH ASSETS			
Accounts Receivable	\$0.00	\$0.00	\$0.00
NET CASH INCREASE (DECREASE)	\$8,451.44	(\$478.72)	(\$478.72)
CHANGE IN ACCOUNT BALANCES			
Cash at Beginning of Period	\$241,708.00	\$250,159.44	\$250,159.44
Cash at End of Period	\$250,159.44	\$249,680.72	\$249,680.72
Change in Account Balances	\$8,451.44	(\$478.72)	(\$478.72)

Seeley Lake - Missoula County Sewer District
Check Detail
July 2022

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	1989	07/29/2022	Pathfinder		1001 - Missoula County A...	-120.00	-120.00
Bill	Inv#276...	06/30/2022			6670 - Public Relations	-65.00	65.00
					6670 - Public Relations	-55.00	55.00
TOTAL						-120.00	120.00
Bill Pmt -Check	1990	07/29/2022	Seeley Lake Water District		1001 - Missoula County A...	-213.12	-213.12
Bill	Inv#210	07/01/2022			6652 - Bookkeeping Services	-150.00	150.00
					Office Supplies	-33.67	33.67
					Copies	-29.45	29.45
TOTAL						-213.12	213.12
Check	1991	07/29/2022	Decker, William		1001 - Missoula County A...	-1,132.96	-1,132.96
					6117 - Sewer District Cons...	-923.00	923.00
					Postage	-209.96	209.96
TOTAL						-1,132.96	1,132.96
Check	1992	07/29/2022	Felicity Derry		1001 - Missoula County A...	-387.00	-387.00
					6110 - Secretary	-387.00	387.00
TOTAL						-387.00	387.00

August/September Managers Report

At Cherie's request I reviewed past board meeting sign in sheets for email address of attendees. I found a few but Felicity provided me with a substantial list of district residents who had requested to be on the district mailing list. 2hrs

I worked with Schelby Smith, Felicity and Kim Myhre to submit the adjusted tax roll to the MT. Dept of Revenue. 6 hrs

I attended the August 28 regular meeting of the sewer district board. 1 hr

I prepared a summary of the August 29th AquaTech presentation for the selection committee. 3 hr

I had a phone discussion with WET regarding their monitoring well proposal. 30 minutes

I responded to an email from CageReview answering questions about valid email address phone number and employees. 15 minutes

I made email and phone enquiries regarding the status of the state land lease. 45 minutes

I reviewed easements for the state land and high school. 30 minutes

I reviewed the Montana Groundwater Information Center for information on monitoring wells in the Seeley area. 1 hr 15 minutes.

I made or received misc. short phone calls/ emails 30 minutes.

I met with Josh Alexander from WET, we toured the district and discussed the proposal for additional monitoring wells. 2hrs 15 minutes.

18hrs @ \$26/hr.

Selection committee meeting with AquaTech

August 9 2022 6:00pm at the Barn

Attending from AquaTech

Tom Bartlett
James Bartlett

Selection Committee members

Cherie Thompson
Michael Richards
John Richards
Pat Goodover

This is the third in a series of meetings with respondents of our RFQ

Tom Bartlett gave a brief background of his business AquaTech. Tom detailed when and where the business began

Tom explained that what build is a decentralized system for the collection treatment and discharge of wastewater. This system is used by developers and municipalities all over the U.S. and overseas. not only does AquaTech have a range of products to solve a wastewater problem they also have concepts and ideas.

Tom began o presentation using Aquatech's website, showing many pictures and videos of previous projects completed by AquaTech. Projects included apartment complexes, RV parks, subdivisions and single-family homes. different systems used drip irrigation, surface water discharge as well as solids collection and disposal. They design and build to meet state standards.

An Aquatech treatment system will have a small footprint as compared to other similar treatment systems. as an example, a treatment system designed for 100,000-gallon discharge per day would be 47'x 8', not including the drain or drip field. The technology of the treatment system is what keeps its footprint small. The treatment is built of stainless steel and will outlast similar treatment systems built of concrete. as opposed to other systems requiring recirculation this system does not, reducing equipment and operating costs. it typically takes 4hrs to treat a gallon of wastewater. The treatment systems can be built above or below ground. depending on need the systems can be built in modules, allowing some modules or trains to be shut down during low use periods. Such as winter months in a STEP system the existing or new septic tank at each home or business would still need to be pumped on a regular basis, as they are now.

AquaTech utilizes a STEP system (Septic Tank Effluent Pumping). This system pumps the effluent after the solids are separated in a septic tank. This effluent is transported through small diameter lines utilizing low pressure 1/2hp pumps to a common larger line which in turn pumps to the treatment systems. This treatment system can be miles away from the collection area. After the treatment the effluent can be discharges in a number of ways, drip fields or surface water discharges. Drip fields discharges could be golf courses.

Cherie asked if these systems were mostly intended for more temperate climates. How does the drip field work in extreme cold temperatures? Tom responded it works well because the effluent goes into the treatment system at around 55 degrees and leaves the treatment at about 50 degrees. AquaTech has no systems in use in MT but does have systems in Canada.

Can add methanol brings total nitrogen down low

Tom spoke about using the effluent in a golf course. They have done a number of golf course discharges and the golf course benefits from the discharge. Tom noted that we have golf course located very close to the district. The drip system would discharge to the golf course all year, the effluent is a natural fertilizer. The system could be designed for multiple discharge points.

Cherie asked if they would build a big system or multiple smaller systems. Tom said building lots of small systems cause could space problems, it just wouldn't make sense to build lots of plants, when it could be done with one or two systems.

Nathan asked how much elevation a step could pump; Tom 1/2 can pump up to 100'elevation. If that is not adequate a larger pump could be used.

Utilizing a STEP system allows, allows the district to put in small low-pressure pipes which are much less costly than gravity lines. It is a water tight system. Lines will be put in below the frost line.

There was much discussion on the size of septic tanks, their location and condition.

Tom showed video of the different types of treatment media used by different systems. the key to the AquaTech systems small footprint id the media. The more surface area the greater treatment and smaller foot print. The AqauTech media has 4000 cubic meter treatment area for every cubic foot of wastewater.

It was asked if the treatment plant has an unpleasant odor. If operated properly it smells like healthy musky wastewater, if not operated correctly it will smell like septic tank

Michael asked if this would be a tertiary plant and what level operator would be required. There was much discussion but no real answer. Tom said that operation of the plant typically would require an operator two hours a week

Cherie asked if AquaTech did the training for their system. Yes, they do and someone from AquaTech would be present for the installation and startup of the treatment plant.

The question was asked if the homeowner owns the step pump? The homeowner owns the pump and is responsible for its maintenance as the district has no control over what is put into the septic tank. it was recommended the district keep some spare pumps on hand.

There was discussion about the local septic hauler using our system as he has to haul all the way to Missoula currently. Aqua tech has a system called a station that takes all solids and sludge dewateres the waste and then the remains are hauled to the dump.

There was much discussion about power outages and days capacity in the holding tanks. Backup generators were discussed, Nathan said an emergency generator had to service the whole home not just dedicated circuits. It was agreed the treatment system should have a backup generator.

AquaTech will work hand in hand with the district engineer. Aqua techs engineer will assist in designing the collection system but the final design requires a Mt certified engineer. Tom stated that some engineers will recommend a different system over and over again because that is what they know, few engineers are familiar with STEP systems. Engineers recommend something over and over because that's what they know. it was mentioned that AquaTech was not on the MT DEQ list of approved wastewater treatment systems. Tom responded that he would get on that list, no problem.

There was discussion of the cost of replacement pumps and blowers, AquaTech said they would provide operation and maintenance estimates.

In summary it my opinion AquaTech can build/design a system specifically for our needs, a system that would treat to state standards with a small footprint. If Aquatech were to be selected it would also require the selection of a MT engineer to assist in the project.