

**GALLATIN GATEWAY COUNTY WATER AND SEWER DISTRICT MINUTES
SPECIAL MEETING, June 13, 2024**

Call to Order

President Cary Fox called the Special Meeting of the Gallatin Gateway County Water and Sewer District (GGCWSD) to order at 6.27 pm on June 13th, 2024, at the office of the Four Corners Water and Sewer District at 495 Quail Run Road, Bozeman, Montana.

Board Members present: President Cary Fox, Vice President Eric Amend, Member Tim Melton, and Member Ted Border

Staff/Public present: Phil George, General Manager (GM); Amy Ellingson, District Administrator (DA); Tim Szcaryn; Libby Kueneker, Secretary

Public Participation on Non-Agenda Items:

No public comment occurred.

Conflict of Interest Disclosure:

No conflict of interest arose.

GENERAL BUSINESS

Budget Review and Approval FY 2024/2025

The GM Reviewed the 2024/2025 Budget.

Resolution 2024-03: FY 2024/2025 Budget

Resolution 2024-03: A Resolution to Approve the 2024/2025 Budget.

- GM will continue to work with the budget while making decisions about GGSD rules and regulations to move toward a bottom line that is neutral or positive
- The GM will speak with Heidi Giem to determine if the Resolution should be sent to RDA.

Motion: Member Eric Amend moved to pass Resolution 2024-03; Member Cary Fox seconded. No public comment was made. Motion passed 4-0.

Resolution 2024-05: Special Assessment Equalization Rate

Resolution 2024-05: This resolution was voided and incorporated into the Rules and Regulations Ordinance 2024-01.

Ordinance 2024-01: First Reading Rules and Regulation Changes

Ordinance 2024-01: An Ordinance to Approve Changes to Gallatin Gateway County Water and Sewer District's Rules and Regulations.

The GM reviewed suggested changes to the GGCWSD Rules and Regulations.

- The DA will continue to correct formatting before final website posting.
- GGCWSD's monthly billing per VRU rate currently is at \$78.76.
- The Board determined charging \$20/1,000 gal/day for the month will appropriately cover over-usage in a way that best protects members of the district.
- The Board decided to keep benefitted property charges at \$6/month.

- The Board requested more concise verbiage on “\$20/1,000/day per month” to make meaning clear for district members. The GM will add a footnoted mathematical formula to the Appendix to provide clarity and defensibility. Footnote number 1 will be altered in a similar fashion.
- The Board discussed VRUs on 131.5 gallons/day. VRU amounts and will draft an initial VRU sample sewer service contract for the Board’s review at a future Meeting. A monthly maintenance fee will be included on new contracts that are not fully hooked up within a specified number of years in order to protect the district from unavailable unused capacity. These clients can return VRUs to the district for a partial discount. The GM and DA will seek Susan Swimmley’s advice on if this charge can be applied to contracts already in place.
- On Appendix B “(1.0, .05)” will be changed to “(.5, 1.0)”
- A Board Member confirmed the school has a grease trap; it recently has been serviced. The GM will follow up with other businesses to confirm grease traps are present.
- The Board requested a line specifying VRU contracts are 131.5 gallons/day in Appendix B.

General Manager And District Administrators Report

Phil George offered the report.

- In a month the GM will follow up with the owner of Staceys on the status of the public well’s DEQ approval and to ensure a water meter is set on the Stacey’s side.
- VRU amounts and will draft an initial VRU sample sewer service contract for the Board’s review at a future Meeting. A monthly maintenance fee will be included on new contracts that are not fully hooked up within a specified number of years in order to protect the district from unavailable unused capacity.
- The GM will review the tables and calculations for future plans based on the VRUs at 131.5.
- The GM will meet with Teton Heritage to understand VRU needs.

Motion: Member Tim Melton moved to pass the first reading of Ordinance 2024-01; Member Ted Border seconded. No public comment. Motion passed 4-0.

Public Comment:

No public comment occurred.

Next Special Meeting Date: June 27, 2024

Adjourn

There being no further business before the Board, the Gallatin Gateway County Water and Sewer District Special Meeting of June 13, 2024 adjourned at 7:51.



Libby Kueneke, Secretary