

**MINUTES OF REGULAR MEETING  
OF BOARD OF DIRECTORS OF LOCKWOOD  
WATER AND SEWER DISTRICT**

**November 13, 2024**

**Call to Order:**

The monthly meeting of the Lockwood Water and Sewer Board of Directors was held on November 13, 2024. Board President Carl Peters called the meeting to order at 7:00 p.m. in the Lockwood Water and Sewer District Office, 1644 Old Hardin Road, Billings, Montana 59101.

**Introductions:**

Present at the meeting were Board members Carl Peters, Carlotta Hecker, Scot Bowen, Brent Kober and Gary Forrester. Also present was LWSD Manager Mike Ariztia, Assistant Manager Tony Reed, Jill Cook of Morrison-Maierle, Inc., and Evelyn Pyburn of *Yellowstone County News*.

**Public Comment:**

1. Any member of the public may be heard on any subject that is not on the agenda. There were no comments.

**Approval of Minutes:**

**2. October 9, 2024**

The minutes of the October 9, 2024 meeting were presented for review and approval. The following modification was made: Page 3, Paragraph 4, sentence 2 modified to read "The project is at the top of Trail Master and will provide storage for the Mid-Zone."

- I. Carlotta Hecker moved to approve the October 9, 2024 minutes with the revision as set forth above. Scot Bowen seconded the motion. Motion carried.

**New Business:**

**3. Approval of MOU between Yellowstone County and Lockwood Water & Sewer District for the Lockwood Water & Sewer District I-90 Water and Sewer Crossings East of Johnson Lane Project**

A Memorandum of Understanding between Yellowstone County and LWSD was presented for Board review and approval covering the LWSD Water and Sewer District I-90 Water and Sewer Crossings East of Johnson Lane. The District will cover its proportional share

of the construction and engineering costs for the installation of new water mains and sewer force mains. The schedules and the District's responsibilities are as follows:

**Schedule 1: Water main extension in North Frontage Road from west side of Johnson, Lane to Firth Street water main extension in Firth Street, and I-90 water crossing from North Frontage Road to Cole Street.**

50% of non-EDA match for construction costs and 50% construction administration.

**Schedule 2: Water main extension in North Frontage Road east of Firth Street.**

0% of construction costs and construction phase engineering services.

**Schedule 3: Water main extension from Johnson Lane to Unertal Avenue.**

100% non-EDA funded, Construction Phase Engineering Services

**Schedule 4: I-90 sewer crossing from North Frontage Road to Old Hardin Road.**

33.33% of non-EDA match for construction costs and 33.33% construction phase engineering services.

**Schedule 5: TEDD sewer force mains in Firth Street.**

0% of construction costs and Construction Phase Engineering Services.

The District will also be responsible for project bidding and overall project management. Estimated cost to the District at this time is \$3,297,000.00.

II. Brent Kober moved to accept the Memorandum of Understanding between Yellowstone County and LWSD for water and sewer line improvements to the area referred to as Johnson Lane and North Frontage Road Project. Scot Bowen seconded the motion. Motion carried.

**4. Approval to award the Lockwood Water & Sewer District I-90 Water and Sewer Crossings East of Johnson Lane Project to COP Construction.**

Construction bids for the I-90 crossings East of Johnson Lane were received and reviewed by Morrison-Maierle on October 31, 2024. Bids were received from COP Construction, Askin Construction, and Western Municipal Construction. COP Construction was the low bidder in the amount of \$3,297,846.00. Morrison-Maierle recommended award of the project to COP Construction.

III. Scot Bowen moved to award the bid to COP Construction for the LWSD I-90 Water and Sewer Crossings East of Johnson Lane Project. COP Construction was the low bidder in the amount of \$3,297,846.00. Carlotta Hecker seconded the motion. Motion carried.

**5. Approval of Petition for Inclusion into Water District No. 1 and Sewer Service District No. 1 from Brett D. Myers at 2524 U.S. Highway 87E.**

Brett D. Myers submitted a petition to the Board for inclusion of Tract 2, Certificate of Survey 929, 3<sup>rd</sup> Amendment, NW1/4 of Section 21, Township 1 North, Range 27 E, P.M.M., Yellowstone County, Montana, into Water and Sewer Service District No 1. The Board expressed no objections to the inclusion.

IV. Scot Bowen moved to accept Brett Myers' petition for inclusion of Tract 2, Certificate of Survey No. 929, 3<sup>rd</sup> Amendment, into District 1 Water and Sewer District. Carlotta Hecker seconded the motion. Motion carried.

**6. Discussion and possible approval of the purchase of a skid steer**

Manager Ariztia reported he had found a Bobcat 970 Skid Steer for \$33,000, and thought it would be advantageous to have one for the office for moving heavy objects, removal of snow, etc. After discussion the Board agreed, and he was advised to go ahead with the purchase.

V. Brent Kober moved to approve the purchase of a Skid Steer for use at the office in moving heavy objects, snow removal, etc., in an amount not to exceed \$33,000.00. Scot Bowen seconded the motion. Motion carried.

**7. Old Business**

**CDBG Funding Update**

None.

**8. Financial Reports**

**Balance Sheets, P&L, budget comparison, Yellowstone County Trial Balance**

**Water and Sewer Reports – September, 2024:** Claim Details; Trial Balance with Revenue and Expenditures; Statement of Revenue Budget vs. Actuals; Budget vs. Actual for Organization Report. (Attached to minutes.)

**Approval of Bills Due for Signature**

9.

VI. Brent Kober moved to pay the bills due for signature. Carlotta Hecker seconded the motion. Motion carried.

**Other Business**

**Phase 3 Sewer Update**

Manager Ariztia advised he is continuing to work on obtaining the last few easements and Morrison Maierle is working to finalize design and submission of plans to DEQ. He is hoping to go to bid this winter.

**MDT Johnson Lane Project Update**

Jill Cook of Morrison-Maierle is proceeding with the design. Construction start has not been determined. The District’s part of the project is scheduled to be completed by June 30, 2025.

**Manager’s Report**

**10. Pumping Record:**

|                   |             |            |             |            |
|-------------------|-------------|------------|-------------|------------|
| Water             | Oct., 2023  | 24,097,500 | Oct., 2024  | 30,450,423 |
| Wastewater        | Sept., 2023 | 4,619,000  | Sept., 2024 | 5,829,000  |
| Par MT Wastewater | Sept., 2023 | 61,864,000 | Sept., 2024 | 47,003,000 |

The District completed and submitted its service line inventory to MTDEQ, which was a requirement of the revised Lead and Copper Rule. The inventories are used to identify service line materials and to particularly locate and identify any lead service lines. If the service line material cannot be identified based on available information and records it is categorized as “unknown.” Letters were sent out to all properties, and letters will be sent out every year to properties with unknown service line material until they have been identified or replaced.

Test results for Emerging Contaminants sampling in the groundwater revealed the presence of some contaminants on the emerging contaminants list. We are working with the State on some potential funding to assist property owners with sewer connections based on the sample results.

**Adjournment:**

- VII. Scot Bowen moved to adjourn. Brent Kober seconded the Motion. Motion carried.

There being no further business to come before the Board, the meeting was adjourned at 8:30 p.m.

Brent Kober  
ATTEST

Carlotta Hecker  
ATTEST