

## Minutes

### LAKESIDE COUNTY WATER & SEWER DISTRICT BOARD OF DIRECTOR'S MEETING December 17, 2024

**PRESENT:** Directors Marc Liechti, Todd Fleming, Kathy Martin, Jim Heim (2:15 PM), and employees Rodney Olson, General Manager, Rebecca Good, Secretary.

**ABSENT:** Roxanne Wadman

Director Liechti called the meeting to order at 2:02 PM

**AGENDA:** A motion was made by Director Martin to accept the agenda as presented. Director Fleming seconded, and motion carried.

**VISITORS:** There were three visitors in attendance. (Exhibit A).

Mayre Flowers with Citizens for a Better Flathead wished to inform the Board that the public comment period with the DEQ has been extended for an additional 30 days.

**APPROVAL OF MINUTES:** The minutes of the November 19, 2024, Board meeting were reviewed. A motion was made by Director Fleming to accept the minutes as presented. Director Martin seconded, and the motion carried.

**FINANCIAL REPORT:** The financial reports for November 2024 were presented by General Manager Olson. A motion was made by Director Fleming to approve the financial report. Director Martin seconded, and motion carried.

**BILL APPROVAL:** Accounts payable for November 2024 were reviewed, and expenses of note discussed. The credit card statement for November 2024 was also reviewed. A motion was made by Director Fleming to approve the bills presented. Director Martin seconded, and motion carried.

### **OLD BUSINESS:**

**Tank Well #2:** General Manager Olson updated the Board on the progress of the Tank Well #2 project. He stated that the pitless adapter has been installed and the connection is complete. The next step is to install the VFD control panel and well pump when they arrive. The goal is to have the redundant well fully operational by the beginning of summer season.

**Discovery Land:** General Manager Olson stated that the Discovery Land Group has been presented with a draft agreement. General Manager Olson highlighted questions that arose in a meeting that was had with Discovery Land Group, Director Liechti, the District's engineer, and himself. He stated that the District's engineer is going to set up a meeting with the Bond Council to discuss the best options for the District to fund their portion of existing District infrastructure upgrades that benefit the entire District. There was discussion about increasing the phases of the project from two to five. This will align with Discovery Land Group's submittal to the DEQ. With the increased phases, this may allow the District to proceed with a property assessment on the new development so that existing rate payers will not absorb any of the costs associated with the Discovery Land Group, or any upgrades needed to accommodate the subdivision.

### **NEW BUSINESS:**

LS #6 Force Main Leak: General Manager Olson informed the Board that a homeowner alerted the District of a force main leak at lift station #6. The leak was located on a Friday and mitigated without issue the following Monday. The cause was a break at the bell joint.

Emergency Services Antenna – Cherry Hill: General Manager Olson informed the Board that he was approached by the Lakeside Somers Fire Department in conjunction with Flathead County Emergency Services about installing a transmission antenna on top of the Cherry Hills water tower railing. The installation would improve transmission for emergency services in the area. General Manager Olson explained that the proposed antenna would stand about five feet above the highest point on the tower and be the approximate width of a baseball bat. He explained that he checked with the insurance company to ensure there were no issue with the District's liability, and was advised to ensure that a written agreement addresses liability for both property and physical damages that may arise. The Board discussed the maintenance schedule as well as ensuring limits are in place for the number of antennas allowed. There was discussion about potential costs incurred during installation and continued operation. General Manager Olson will do some research and draft an agreement for the Board to review.

Cherry View Water System: General Manager Olson informed the Board that the Cherry View water system tested positive for bacteria during routine, required sampling. Repeat sampling from various locations in the system was completed to ensure that the positive test was not the result of a contaminated sample. Once the positive sample was confirmed, notices were issued, and chlorination of the tank & distribution lines were performed. The Board discussed possible reasons for the contamination and solutions for preventing the issue in the future. Director Liechti requested that General Manager Olson investigate discussed solutions and present the Board with associated costs.

### **PROJECTS UPDATE:**

Phase 1 Wastewater: General Manager Olson informed the Board that the DEQ's 30-day public comment period has been extended by 30 days to February 10<sup>th</sup>, 2025. The Board discussed the environmental assessment (EA) completed by the DEQ. Director Liechti stated that he feels as though the EA was well written and thorough. He wanted to reiterate for the rest of the Board, employees and visitors that there is a difference between 'injection' and 'infiltration'. He stated that while the term 'injection' is used in discussion and some reports and articles, there is a difference. Director Liechti explained that using incorrect terminology can cause confusion and misrepresentation of the District's processes. Director Fleming asked what will happen once the public comment period has ended. General Manager Olson stated that if the DEQ has any areas of concern highlighted by public comments, they will review and republish for public comment. Once all areas of concern have been reconciled, the permit will be issued.

General Manager Olson stated that the bid package is nearing completion and will be published soon, with a projected deadline toward the end of January 2025. Once the bids are submitted, a contractor will be selected, and the construction process can begin.

### **MISCELLANEOUS:**

General Manager Olson informed the Board that a date has been selected for the annual employee appreciation dinner, with an invitation to follow.

The meeting adjourned at 3:16 PM.

Respectfully submitted,  
Rebecca Good, District Secretary

**(NEXT MEETING DATE IS TUESDAY, JANUARY 21, 2025)**

## Minutes

### LAKESIDE COUNTY WATER & SEWER DISTRICT BOARD OF DIRECTOR'S MEETING November 19, 2024

**PRESENT:** Directors Marc Liechti, Roxanne Wadman, Jim Heim, Todd Fleming (2:05 PM), Kathy Martin and employees Rodney Olson, General Manager, Rebecca Good, Secretary.

**ABSENT:** N/A

Director Liechti called the meeting to order at 2:00 PM

**AGENDA:** A motion was made by Director Heim to accept the agenda as presented. Director Wadman seconded, and motion carried.

**VISITORS:** There were three visitors in attendance. (Exhibit A).

Jennifer Tipton of Upper West Shore Alliance requested clarification from the District on the process of DEQ approval for Phase 1 of the treatment site expansion. General Manager Olson stated that Phase 1 updates will be provided later in the meeting and that discussion may offer some clarity.

Margaret Davis, a Lakeside resident inquired about a Phase 1 project update. General Manager Olson stated that Phase 1 updates will be provided later in the meeting and that discussion may offer some clarity.

**APPROVAL OF MINUTES:** The minutes of the October 15, 2024, Board meeting were reviewed. A motion was made by Director Wadman to accept the minutes as presented. Director Martin seconded, and the motion carried.

**FINANCIAL REPORT:** The financial reports for October 2024 were presented by General Manager Olson. A motion was made by Director Heim to approve the financial report. Director Wadman seconded, and motion carried.

**BILL APPROVAL:** Accounts payable for October 2024 were reviewed, and expenses of note discussed. The credit card statement for October 2024 was also reviewed. A motion was made by Director Heim to approve the bills presented. Director Martin seconded, and motion carried.

#### **OLD BUSINESS:**

**Tank Well #2 Progress:** General Manager Olson stated that the eight-hour pump test passed all DEQ testing requirements. The District hydrogeologist is working on plans for final approval from the DEQ. General Manager Olson stated that ground mitigation was underway today and the pit less adapter was to be placed once groundwork was complete, however, some bedrock was hit and will require more extensive mitigation efforts than originally anticipated, so the timeline has been extended.

#### **NEW BUSINESS:**

**Septage Facility Sign:** General Manager Olson presented the Board with two design proposals for a sign to be placed at the new septage receiving facility. After some discussion, a design was agreed on with minor modifications.

**Discovery Land Agreement:** General Manager Olson provided the Board with a preliminary service agreement between the District and Discovery Land Group for review and discussion. Areas of concern

were raised and discussed. When the discussed modifications are addressed, a draft will be provided to Discovery Land Group for review.

Electric Service to New Lot: General Manager Olson informed that Board that he approached Flathead Electric about potentially burying the electric line for the Districts vacant lots to the east of the District office building to maximize the usable area of the land. General Manager Olson provided a quote of \$7,772.00 from Flathead Electric to remove the power pole and reroute the electrical line through the lot with a new transformer, as well as a quote of \$11,000.00 from Tanner Smith Excavating for the dirt work, boring under Bierney Creek Rd, setting the concrete transformer vault & installing electrical conduit, bringing the total for the project to \$18,772.00. Director Heim made a motion to approve burying the electric for the Districts two lots located to the east of the Districts office building, Director Martin seconded, and the motion carried.

**PROJECTS UPDATE:**

Septage/Headworks – Phase 1: General Manager Olson informed the Board that the groundwater discharge permit and the EA (environmental review) have been written and are currently in the internal review process with the DEQ. The DEQ suggested combining the groundwater discharge and Phase 1 EA reviews to save the District both time and money. The next step will be to publish the findings for a public comment period of 30 days. The anticipated target time frame will be within the first weeks of December 2024. Once Phase 1 plans are completed by the Districts engineering team the plan will be published for the bidding process mid-December with bid opening mid-January.

**MISCELLANEOUS:**

Director Heim opened the floor for additional discussion with visitors about the Districts vision for future development and expansion. Discussion was had about the environmental responsibility of the District.

The meeting adjourned at 3:56 PM.

Respectfully submitted,  
Rebecca Good, Secretary

**(NEXT MEETING DATE IS TUESDAY, DECEMBER 17, 2024)**

## Minutes

### LAKESIDE COUNTY WATER & SEWER DISTRICT BOARD OF DIRECTOR'S MEETING October 15, 2024

**PRESENT:** Directors Marc Liechti, Roxanne Wadman, Jim Heim, Todd Fleming, Kathy Martin and employees Rodney Olson, General Manager, Rebecca Good, Secretary.

**ABSENT:** N/A

Director Liechti called the meeting to order at 2:00 PM

**AGENDA:** A motion was made by Director Heim to accept the agenda as presented. Director Fleming seconded, and motion carried.

**VISITORS:** There were two visitors. Neither had a comment (exhibit A).

**APPROVAL OF MINUTES:** The minutes of the September 17, 2024, Board meeting were reviewed. A motion was made by Director Fleming to accept the minutes as presented. Director Wadman seconded, and the motion carried.

**FINANCIAL REPORT:** The financial reports for September 2024 were presented by General Manager Olson. A motion was made by Director Heim to approve the financial report. Director Martin seconded, and motion carried.

**BILL APPROVAL:** Accounts payable for September 2024 were reviewed, and expenses of note discussed. The credit card statement for September 2024 was also reviewed. A motion was made by Director Fleming to approve the bills presented. Director Wadman seconded, and motion carried.

#### **OLD BUSINESS:**

**Tank Well #2 Update:** General Manager Olson informed that Board that all the well tests had good results. Water and Environmental Technologies have submitted the plans to the DEQ. The pit-less adapter was ordered two weeks ago and should be arriving soon. Once the plans are approved and the pit-less adapter is installed, the residual work can be completed. The hope is that it will be complete before winter.

#### **NEW BUSINESS:**

**Ordinance 24-7 Annexation of 100 Hwy 82, Kalispell:** An ordinance annexing 100 MT Hwy 82, Kalispell in the LCWSD District was unanimously approved.

**Mission RTU Upgrades:** General Manager Olson informed that Board that the Mission SCADA units that monitor 19 units throughout the system need upgrading. General Manager Olson stated that there is newer technology available, and the parts needed to keep the existing units functional are being phased out. He presented the Board with a quote of \$30,735.00 for all the units to be replaced. There was discussion about the benefits of doing partial replacement vs. full replacement. Director Fleming made a motion to approve the purchase and replacement of all Mission SCADA units, Director Heim seconded, and the motion carried.

**Growth Map Discussion:** General Manager Olson presented the Board with a map of 20-year anticipated development areas highlighted at various milestones (exhibit B). General Manager Olson stated that the District engineers, legal counsel, Director Liechti, Director Heim and himself have been working together

to come up with the projections. He reiterated that the map presented is not final but once complete will act as a tool for the District to let developers, both current and future, know what their cost share contribution will need to be to tie into the District based on their specific areas of impact. Director Liechti stated that this is something that has been done in the past and will need to be done again in the future. He reiterated that this is common practice, to the best of the teams' knowledge at the time, to predict future growth. Director Liechti stated that because this has been successfully done in the past, the District has been in a strong financial position for many years. There was discussion of various system upgrades that need to be done. General Manager Olson stated that the team is still working on firming up the map. The Board will be presented with the final map for review and approval.

**PROJECTS UPDATE:**

N/A

**MISCELLANEOUS:**

General Manager Olson informed that Board that he took Director Martin on a tour of the District. Director Martin stated that she learned a lot about the District and appreciated the tour.

General Manager Olson informed the Board that he met with the homeowners that will be affected by the upgrades to lift station 10. He stated that they had a great meeting, and they had valuable feedback that will be incorporated into the new, improved design.

General Manager Olson passed along an inquiry from a District employee about building a new home within the District. The employee was wondering if the District would be willing to reduce the cost of plant investment fees one time for a primary residence for District employees. There was discussion amongst the Board of the pros and cons of offering this specific employee incentive benefit. The Board ultimately decided that they did not feel as though this incentive was appropriate, given that not all employees would benefit from it.

The meeting adjourned at 3:49 PM

Respectfully submitted,  
Rebecca Good, Secretary

**(NEXT MEETING DATE IS TUESDAY, NOVEMBER 19, 2024)**

## Minutes

### LAKESIDE COUNTY WATER & SEWER DISTRICT BOARD OF DIRECTOR'S MEETING September 17, 2024

**PRESENT:** Directors Marc Liechti, Roxanne Wadman, Jim Heim, Todd Fleming and employees Rodney Olson, General Manager, Rebecca Good, Secretary.

**ABSENT:** N/A

Director Liechti called the meeting to order at 2:00 PM

**AGENDA:** A motion was made by Director Heim to accept the agenda as presented. Director Fleming seconded, and motion carried.

**VISITORS:** Margaret Davis, a Lakeside resident, read a prepared speech (Exhibit C) outlining recommendations and provided a handout (Exhibit B).

Kathy Martin, a LCWSD customer and Somers resident, submitted a letter of interest for the vacant Board position that was posted. The Board of Directors conducted an interview before Director Wadman made a motion to appoint Kathy Martin to the vacant seat on the Lakeside County Water and Sewer Districts Board of Directors. Director Heim seconded, and the motion carried.

**APPROVAL OF MINUTES:** The minutes of the August 20, 2024, Board meeting were reviewed. A motion was made by Director Fleming to accept the minutes as presented. Director Wadman seconded, and the motion carried.

**FINANCIAL REPORT:** The financial reports for August 2024 were presented by General Manager Olson. A motion was made by Director Wadman to approve the financial report. Director Heim seconded, and motion carried.

**BILL APPROVAL:** Accounts payable for August 2024 were reviewed, and expenses of note discussed. The credit card statement for August 2024 was also reviewed. A motion was made by Director Heim to approve the bills presented. Director Fleming seconded, and motion carried.

#### **OLD BUSINESS:**

**Revised Service Standards Document Approval:** General Manager Olson presented the Board with a revised District service standards document completed by the Districts engineers. There was discussion highlighting significant updates to the document. General Manager Olson reminded the Board that service standards are a living document that need to be adapted to keep up with industry standards. Future revisions are easily made when needed. Director Fleming made a motion to adopt the revised Service Standards document as presented. Director Heim seconded, and the motion carried.

**Board Vacancy Discussion/Appointment:** This agenda item was discussed and concluded during the visitor portion of the meeting. See above for details.

**New District Lots – Bierney Creek Rd:** General Manager Olson informed the Board that previously approved lot improvements have begun. He stated that the contractor has availability in their schedule to improve the lot in its entirety at this time, as the contractor has access to fill dirt that will be needed to complete the improvements. There was discussion amongst that Board of potential future use of the land once improvements are complete.

**NEW BUSINESS:**

Annual Employee Appreciation Dinner: General Manager Olson inquired with the Board as to a potential time frame for the annual employee appreciation dinner. There was a unanimous decision that January 2025 was preferred. There was no preference as to the location of the dinner. District Secretary, Rebecca, will gather information from venues and present options at a future date.

**PROJECTS UPDATE:**

Tank Well #2 Pump Test: General Manager Olson informed that Board that the DEQ approved an eight-hour pump test. General Manager Olson stated that once the pump test is complete, the final steps will take place to complete the project.

**MISCELLANEOUS:**

The meeting adjourned at 3:29 PM

Respectfully submitted,  
Rebecca Good, Secretary

**(NEXT MEETING DATE IS TUESDAY, OCTOBER 15, 2024)**

## Minutes

### LAKESIDE COUNTY WATER & SEWER DISTRICT BOARD OF DIRECTOR'S MEETING August 20, 2024

**PRESENT:** Directors Marc Liechti, Roxanne Wadman, Jim Heim, Todd Fleming (2:09) and employees Rodney Olson, General Manager, Rebecca Good, Secretary.

**ABSENT:** N/A

Director Liechti called the meeting to order at 2:02 PM

**AGENDA:** A motion was made by Director Heim to accept the agenda as presented. Director Wadman seconded, and motion carried.

**VISITORS:** Jennifer Tipton with the North Shore Water Alliance asked the Board what the estimated timeline is for the mechanical treatment plant plans. General Manager Olson stated that the Phase I plans have just been submitted to the DEQ. He further stated that Phase II plans are beginning now. There is no estimated timeline for Phase II currently.

Margaret Davis, a Lakeside resident, inquired about the tight ARPA timeframe. General Manager Olson stated that there will be no issues adhering to the timeframe.

**APPROVAL OF MINUTES:** The minutes of the July 16, 2024, Board meeting were reviewed. A motion was made by Director Wadman to accept the minutes as presented. Director Heim seconded, and the motion carried.

**FINANCIAL REPORT:** The financial reports for July 2024 were presented by General Manager Olson. A motion was made by Director Heim to approve the financial report. Director Wadman seconded, and motion carried.

**BILL APPROVAL:** Accounts payable for July 2024 were reviewed, and expenses of note discussed. The credit card statement for July 2024 was also reviewed. A motion was made by Director Heim to approve the bills presented. Director Wadman seconded, and motion carried.

#### OLD BUSINESS:

Flathead Electric – Lift Station 12 Rebate: General Manager Olson informed the Board that he had a meeting with Flathead Electric about plans to upgrade the treatment site and rebates available associated with the upgrades. Upon discussion, it was discovered that some past upgrades that were made were eligible for rebates as well. Past upgrades were submitted, and the District received a \$5,400.00 rebate.

Clothier Lane – Jerry Lucas: General Manager Olson updated the Board with a progress report on the development that Jerry Lucas is working on up Clothier Lane. At this point Jerry is considering an alternate secondary egress route, as the route he was originally looking at may not come to fruition. Depending on how the plan unfolds, there is still potential for a new water tower in that area.

#### NEW BUSINESS:

Board Vacancy: General Manager Olson informed that Board that an announcement has been placed in the Daily Interlake, as well as on Facebook and Instagram for the vacant Board position. The position

will remain open until the 30<sup>th</sup> of August 2024. If there are any interested parties, they may be asked to come in for a meet and greet with the Board at the September 17, 2024, Board meeting.

300 Bierney Creek Rd: General Manager Olson informed that Board that he was approached by the owner of 300 Bierney Creek Road to request a will serve letter for 12 homes. There was discussion between the Board and General Manager Olson about requiring the water and sewer lines to extend the entirety of the property from Bills Road to Bierney Creek Road to create a looped system.

Ordinance 24-6: An ordinance annexing 540 Bierney Creek Rd. into the LCWSD District was unanimously approved.

**PROJECTS UPDATE:**

Phase 1 Project Plans: General Manager Olson stated that Phase I project plans have been submitted to the DEQ. General Manager Olson explained that the DEQ and District engineers will start the 'back and forth' process to address any questions that may arise during the review. General Manager Olson explained that once Phase I plans are approved and finalized, the bidding process will begin. The estimated time frame for the bidding process to begin is late September 2024.

**MISCELLANEOUS:**

The meeting adjourned at 2:44 PM

Respectfully submitted,  
Rebecca Good, Secretary

**(NEXT MEETING DATE IS TUESDAY, SEPTEMBER 17, 2024)**

## Minutes

### LAKESIDE COUNTY WATER & SEWER DISTRICT BOARD OF DIRECTOR'S MEETING July 16, 2024

**PRESENT:** Directors Marc Liechti, Roxanne Wadman, Todd Fleming and employees Rodney Olson, General Manager, Rebecca Good, Secretary.

**ABSENT:** Jim Heim

Director Liechti called the meeting to order at 2:03 PM

**AGENDA:** A motion was made by Director Fleming to accept the modified agenda. Director Wadman seconded, and motion carried.

**VISITORS:** N/A

**APPROVAL OF MINUTES:** The minutes of the June 18, 2024, Board meeting was reviewed. A motion was made by Director Fleming to accept the minutes as presented. Director Wadman seconded, and the motion carried.

**FINANCIAL REPORT:** The financial reports for June 2024 were presented by General Manager Olson. A motion was made by Director Fleming to approve the financial report. Director Wadman seconded, and motion carried.

**BILL APPROVAL:** Accounts payable for June 2024 were reviewed, and expenses of note discussed. The credit card statement for June 2024 was also reviewed. A motion was made by Director Fleming to approve the bills presented. Director Wadman seconded, and motion carried.

#### **OLD BUSINESS:**

Mural: General Manager Olson presented the Board with a new design created by mural artist Kelly Hibbs. The Board unanimously decided to move forward with the concept presented. A donation amount was agreed upon.

#### **NEW BUSINESS:**

Ordinance 24-5: An ordinance annexing 530 Bierney Creek Rd. into the LCWSD District was unanimously approved.

LS #12 Emergency Call Out: General Manager Olson informed the Board that a power outage occurred and caused a pump failure at lift station #12. When the operators tried to use the backup generator to assist the remaining pump, it was discovered that the generator motor was inoperable as well. General Manager Olson informed the Board that the generator and pump have both been repaired. The VFD will be installed later this week.

New Farm Lease: General Manager Olson informed the Board that he had received two bids for the Districts new property at 305 Wiley Dike Road from local farmers wanting to lease it from the District. The Board unanimously agreed to grant a five-year lease to the highest bidder.

Lakeview Park Estates - Water: General Manager Olson informed that he had been asked to attend the annual HOA meeting at the Lakeview Park Estates subdivision to speak to them about the processes to potentially join the water district as their community water supply is testing high for nitrates indicating a

system failure. There was discussion of a discovery phase that will be required. The Lakeview Park Estates landowners will go through their archives to see what drawings or maps they might have to try to mitigate some of the costs associated with discovery. This will likely be a lengthy process. General Manager Olson will provide updates as the process unfolds.

**PROJECTS UPDATE:**

N/A

**MISCELLANEOUS:** General Manager Olson informed the Board that, unfortunately, Director Cordell had to step down from his position on the Board due to him no longer being an in-District landowner. The Board will appoint a new Director. Discussion was had of potential candidates based on industry knowledge and experience. The appointment interview process will begin at the August Board meeting.

The meeting adjourned at 3:43 PM

Respectfully submitted,  
Rebecca Good, Secretary

## Minutes

### LAKESIDE COUNTY WATER & SEWER DISTRICT BOARD OF DIRECTOR'S MEETING June 18, 2024

**PRESENT:** Directors Marc Liechti, Jim Heim, Todd Fleming and employees Rodney Olson, General Manager, Rebecca Good, Secretary.

**ABSENT:** Directors Roxanne Wadman and David Cordell

Director Liechti called the meeting to order at 2:00 PM

**AGENDA:** A motion was made by Director Heim to accept the modified agenda. Director Fleming seconded, and motion carried.

**VISITORS:** Margaret Davis- Lakeside Resident. No comment, just listening.

**APPROVAL OF MINUTES:** The minutes of the May 21, 2024, Board meeting was reviewed. A motion was made by Director Fleming to accept the minutes as presented. Director Heim seconded, and the motion carried.

**FINANCIAL REPORT:** The financial reports for May 2024 were presented by General Manager Olson. A motion was made by Director Fleming to approve the financial report. Director Heim seconded, and motion carried.

**BILL APPROVAL:** Accounts payable for May 2024 were reviewed, and expenses of note discussed. The credit card statement for May 2024 was also reviewed. A motion was made by Director Heim to approve the bills presented. Director Fleming seconded, and motion carried.

#### **OLD BUSINESS:**

**Open House Recap:** General Manager Olson and the Board discussed the Open House turnout. They felt as though it went well and were happy to see other agency support and representation that was present (DEQ, Flathead County, and Water and Environmental Technologies). There was discussion about the importance of the education aspect for concerned citizens. Everyone appreciated the open dialog between attendees and industry experts.

**LCWSD Logo:** General Manager Olson presented the Board of Directors with an updated logo concept. The Board approved the new concept and wish to proceed with rebranding.

**Mural:** General Manager Olson presented the Board with new designs presented by the mural artist. There was a little apprehension about the designs presented. Discussion was had of a different vision. General Manager Olson will discuss the new vision with the artist and new renderings will be presented.

#### **NEW BUSINESS:**

**FY 25 Budget Review:** General Manager Olson presented the Board of Directors with the Fiscal Year 2025 budget. General Manager Olson provided a comparison of FY 2024 to the proposed FY 2025 budget. The Board of Directors unanimously approved the FY 2025 budget that includes a 5% COLA increase.

**Additional Holiday:** General Manager Olson informed the Board of Directors of a newly recognized Federal Holiday and requested, in lieu of an additional floating holiday, that it be used as a District

Holiday for the day after Thanksgiving. Director Heim moved to adopt the day after Thanksgiving as an additional Holiday for employees of the District. Director Fleming seconded, and the motion carried.

Ordinance 24-1 (Sewer Base, Usage & Flat Rate): A motion was made by Director Fleming to increase sewer usage rates, base rate, and flat rates by 5% beginning August 2024. Director Heim seconded, and the motion carried.

Ordinance 24-2 (Water System Development Fee Lakeside Estates 3, 4 & 5): A motion was made by Director Heim to increase water system development fees for Lakeside Estates 3, 4 & 5 by 5% beginning August 2024. Director Fleming seconded, and the motion carried.

Ordinance 24-3 (Water System Development Fee Lakeside, Mission View & South Eighty): A motion was made by Director Heim to increase water system development fees for Lakeside, Mission View & South Eighty by 5% beginning August 2024. Director Fleming seconded, and the motion carried.

Ordinance 24-1 24-4 (Water System Development Fee Troutbeck, Lakeside Estates 1 & 2): A motion was made by Director Flemimg to increase water system development fees for Troutbeck, Lakeside Estates 1& 2 by 5% beginning August 2024. Director Heim seconded, and the motion carried.

Cooper Farms Easement: General Manager Olson informed the Board that he had a meeting with Mark Owens, the owner of Cooper Farms, to discuss an additional 20-foot easement that the District would like to secure through his property directly north of the Districts existing irrigation line easement. Mr. Owens is willing to allow an additional easement through his property. Mark is requesting a 60-foot easement in place of the existing 20-foot easement that he has through the Districts property to the southwest of the Districts irrigation field. Director Heim moved to move forward with the development of the additional 40-foot easement to Mr. Owens, at his expense, to be reviewed by Districts engineers. Director Fleming seconded, and the motion carried.

**PROJECTS UPDATE:**

N/A

**MISCELLANEOUS:**

General Manager Olson and the Board of Directors discussed an appropriate donation amount to the Somers/Lakeside Fire Department for usage of their venue hall for the Open House on June 13<sup>th</sup>.

The meeting adjourned at 4:27 PM

Respectfully submitted,  
Rebecca Good, Secretary

## **Minutes**

### **LAKESIDE COUNTY WATER & SEWER DISTRICT BOARD OF DIRECTOR'S MEETING May 21, 2024**

**PRESENT:** Directors Marc Liechti, Jim Heim, Todd Fleming, Roxanne Wadman, David Cordell, and employees Rodney Olson, General Manager, Rebecca Good, Secretary.

**ABSENT:** N/A

Director Liechti called the meeting to order at 2:00 PM

**AGENDA:** A motion was made by Director Cordell to accept the modified agenda. Director Wadman seconded, and motion carried.

**VISITORS:** There were seven visitors at the meeting. See Exhibit A.

Jennifer Tipton with the North Shore Water Alliance asked the Board several prepared questions pertaining to the treatment facility project. General Manager Olson stated that there would be no questions answered, as they were just there to listen to public comment.

Margaret Davis had a list of comments prepared for the record that she read aloud to the Board and submitted, pertaining to the buy sell agreement that is on the agenda. See Exhibit B.

General Manager Olson introduced visitor and local artist Kelly Hibbs. She stated that she has been working with residents on a beautification project and presented the Board with a concept that she has for beautifying one of the Districts buildings located in the targeted area. There was discussion between the Board and Kelly about many aspects of the proposed project.

**APPROVAL OF MINUTES:** The minutes of the April 16, 2024, Board meeting was reviewed. A motion was made by Director Wadman to accept the minutes as presented. Director Heim seconded, and the motion carried.

**FINANCIAL REPORT:** The financial reports for April 2024 were presented by General Manager Olson. A motion was made by Director Fleming to approve the financial report. Director Cordell seconded, and motion carried.

**BILL APPROVAL:** Accounts payable for April 2024 were reviewed, and expenses of note discussed. The credit card statement for April 2024 was also reviewed. A motion was made by Director Heim to approve the bills presented. Director Wadman seconded, and motion carried.

#### **OLD BUSINESS:**

**Election – Oaths of Office:** General Manager Olson stated that the Flathead County Commissioners have approved the canvased election results.

President Marc Liechti, Director Heim and Director Cordell won the May 7, 2024, election and signed Oaths of Office committing to an additional four-year term ending March 31, 2028.

**New Truck:** General Manager Olson informed the Board that an additional work truck has been purchased. There was discussion about the price in comparison to the original truck that had been ordered in 2020, that was subsequently cancelled from the manufacturer due to inventory shortages.

ARPA Project Update: General Manager Olson presented the Board with preliminary mockups of the proposed septic receiving building and headworks building. Discussion was had about the overall aesthetics as well as some design concerns. General Manager Olson stated that he would bring the Board's comments and concerns to the engineers.

New Blower/Fine Bubble – Video: General Manager Olson presented the Board with a video that the District Operators made of the newly installed Kasco blower and fine bubble machine. Discussion was had of overall functionality and maintenance.

### **NEW BUSINESS:**

Building Mural- Discussion: The Board discussed the mural presentation by Kelly Hibbs earlier in the meeting. The Board voiced concerns over some of the aspects of design and application. They requested that General Manager Olson ask her to come up with a base concept incorporating the Board suggested changes that would fit on the south facing doors only, to potentially be expanded upon in the future; pending confirmation that the concept fits the scenic corridor guidelines.

Resolution 24-2, Buy Sell Agreement: General Manager Olson presented Resolution 24-2. A resolution authorizing the purchase of real property located at 305 Wiley Dike Road in Kalispell, Montana from Flathead County. General Manager Olson and the Board had extensive conversation about the purchase price and location as well as potential future property uses. General Manager Olson stated that the District will be using its own, District funds, to purchase the property, as any ARPA or grant monies received are already allocated specifically to septic receiving site and treatment facility upgrade phases. Director Wadman made a motion to table the discussion until the next Board meeting. The motion was not seconded, and the motion was removed from the floor. After further discussion of concerns amongst the Board, Director Cordell made a motion to sign the buy sell agreement as presented. Director Heim made a motion to approve, and the motion carried with one nay vote.

Resolution 24-3, Purchasing Agreement: General Manager Olson presented Resolution 24-3. A resolution Approving a Federal Project Procurement Policy. General Manager Olson explained that, because the District is using Federal Funds, there is a requirement to adopt a Federal procurement policy that will supersede the existing Montana Code Annotated that the District currently uses at the guideline when applicable. Director Heim made a motion to adopt the Federal Project Procurement Policy as presented. Director Fleming seconded, and the motion carried.

Wastewater Test Bonus: General Manager Olson requested an incentive/bonus be offered to District Operators if they are to pass their Class 1 Wastewater Operators licensing test within a year. General Manager Olson stated that the District Operators will need the knowledge obtained in the training to operate the new wastewater treatment facility. Director Cordell made a motion to approve a \$1,000 incentive to be awarded to District Operators that pass their Class 1 Wastewater Operators test within one year. Director Wadman seconded, and the motion carried.

LCWSD Logo: General Manager Olson presented the Board with a concept for a rebranded logo. The Board liked the overall concept of rebranding; however, they would like to see more options.

LCWSD Shop Parking: General Manager Olson requested that the Board approve improving a portion of the District owned property adjacent to the main office for additional parking. He presented an estimate of \$5,000.00. Director Cordell made a motion to improve the adjoining property with a budget of \$5,000.00. Director Wadman seconded, and the motion carried.

### **PROJECTS UPDATE:**

N/A

**MISCELLANEOUS:**

General Manager Olson informed the Board that there was a sewer forced main break at lift station #6 on Saturday the 18<sup>th</sup> of May. He reported the District Operators did an outstanding job quickly acting to mitigate the flow and contacting the afterhours required contractors needed to repair the break in a timely manner.

The meeting adjourned at 4:35 PM

Respectfully submitted,  
Rebecca Good, Secretary

**(NEXT MEETING DATE IS TUESDAY, JUNE 18, 2024)**

## Minutes

### LAKESIDE COUNTY WATER & SEWER DISTRICT BOARD OF DIRECTOR'S MEETING April 16, 2024

**PRESENT:** Directors Marc Liechti, Jim Heim, Todd Fleming, Roxanne Wadman, David Cordell, and employees Rodney Olson, General Manager, Rebecca Good, Secretary.

**ABSENT:** N/A

Director Liechti called the meeting to order at 2:00 PM

**AGENDA:** A motion was made by Director Cordell to accept the modified agenda. Director Wadman seconded, and motion carried.

**VISITORS:** There were nine visitors at the meeting. See Exhibit A.

Jennifer Tipton with the North Shore Water Alliance had a list of questions prepared to ask the Board. Her questions were answered to the best of the Boards knowledge at the time. She also presented the Board with an independent appraisal for the Flathead County owned property at 305 Wiley Dike Road in Kalispell, Montana.

Chris Swanberg introduced himself to the Board and gave a brief history of himself and his family. His father was involved in the development of the Lakeside County Sewer District.

**APPROVAL OF MINUTES:** The minutes of the March 19, 2024, Board meeting was reviewed. A motion was made by Director Cordell to accept the minutes as presented. Director Fleming seconded, and the motion carried.

**FINANCIAL REPORT:** The financial reports for March 2024 were presented by General Manager Olson. A motion was made by Director Fleming to approve the financial report. Director Cordell seconded, and motion carried.

**BILL APPROVAL:** Accounts payable for March 2024 were reviewed, and expenses of note discussed. The credit card statement for March 2024 was also reviewed. A motion was made by Director Heim to approve the bills presented. Director Cordell seconded, and motion carried.

#### **OLD BUSINESS:**

N/A

#### **NEW BUSINESS:**

Document for Signature – Task Order #7-Phase I, Septage Unloading Facility Design and WWTP Improvements: General Manager Olson stated that the document presented for signature was updating the original task order #7 to add the septage component, bringing the new total to \$470,750.00. Director Heim motioned to sign the Task Order #7- Phase I, Septage Unloading Facility Design and WWTP documents. Director Wadman seconded, and the motion carried.

Document For Signature-Task Order # 5-Phase I, Headworks Design and Lift Station # 10: General Manager Olson stated the document presented for signature was updating the original task order #5 to add the septage component, bringing the new total to \$376,000.00. Director Cordell motioned to sign Task Order #5 – Phase I, Headworks Design and Lift Station #10 documents. Director Wadman seconded, and the motion carried.

Procurement (Purchasing) Policy: General Manager Olson informed the Board of Directors that the District auditor recommended adopting a personalized procurement policy that supersedes the MCA policy that the District currently abides by due to the District receiving federal funds. The auditor stated that this will benefit the District when a federal audit is performed during the next audit period. General Manager Olson requested permission to hire an independent contractor that specializes in drafting procurement policies. He estimated that it may take between 15 and 20 billable hours to complete. Director Liechti stated that he would like District council to review the document when complete, before a Resolution is adopted. Director Wadman motioned to proceed with hiring an independent contractor to draft a procurement policy. Director Heim seconded, and the motion carried.

FY 22 & 23 Audit: General Manager Olson informed the Board that the biannual audit has begun. He stated that the audit will take a couple of months to complete. The District auditor will present her findings upon completion of the audit.

#### **PROJECTS UPDATE:**

Wastewater Facility Plan Update – Open House: General Manager Olson informed the Board that the District's engineering firm, Robert Peccia and Associates, would like to host an open house for the public to show exhibits and answer questions that the public may have about the Wastewater Facility Project at the Somers fire hall. General Manager Olson reiterated that his event will be an open house, not a public hearing. He stated that the public hearing will come at a later date. He stated that the date of Thursday, June 13<sup>th</sup> was available from 5:30 to 7:30 PM. The Board agreed that the date and time would work for all of them. General Manager Olson will lock in the date with the Somers Fire Chief.

Lakeside Club: General Manager Olson started by giving a history of the District's relationship with the development now known as the Lakeside Club. He stated that in 2006, under the name of Eagles Crest, the property underwent subdivision review. The subdivision was originally slated to include 1,000 home sites. The LCWSD Board entered into an agreement & issued a will serve letter to bring sewer up into the subdivision to serve phase three only. General Manager Olson stated that an agreement is different than a will serve. With the downturn in economic growth in 2008, the original group of investors sold their portions to one remaining partner. Between 2008 and 2024 there have been some homes built in the subdivision, however the lot sizes have increased, and it is not yet fully built out. In 2024 the sole owner of the subdivision entered into some kind of partnership with Discovery Land Company. General Manager Olson noted that because there is an existing agreement with the original landowner, the District is obligated to entertain proposals about the vision of the subdivision moving forward. He reiterated that the 'new plan' is still in the discovery phase and there are many infrastructure items that are being worked out by the developers' engineers. As this project unfolds, new information will be available.

#### **MISCELLANEOUS:**

General Manager Olson informed the Board that District Operator Cody Osterday has been awarded the Montana Rural Water, Water Operator of the Year award. General Manager Olson stated that Cody does a fantastic job, and the District is happy to have him as part of the team.

The meeting adjourned at 3:05 PM

Respectfully submitted,  
Rebecca Good, Secretary

## **Minutes**

### **LAKESIDE COUNTY WATER & SEWER DISTRICT BOARD OF DIRECTOR'S MEETING March 19, 2024**

**PRESENT:** Directors Marc Liechti, Jim Heim, Todd Fleming, Roxanne Wadman (via telephone), David Cordell (via telephone) and employees Rodney Olson, General Manager, Rebecca Good, Secretary.

**ABSENT:** N/A

Director Liechti called the meeting to order at 2:00 PM

**AGENDA:** A motion was made by Director Heim to accept the modified agenda. Director Fleming seconded, and motion carried.

**VISITORS:** There were seven visitors at the meeting. See Exhibit C.

Mayre Flowers with Citizens for a Better Flathead provided the Board with two handouts that she stated she had presented to the Flathead County Commissioners prior in the day. Mayre referenced the letter to the Board and discussion was had about areas of her concern.

Jennifer Tipton with the North Shore Water Alliance stated that she would like the agendas to be posted to the District website sooner than the Friday before the meeting. She stated that she does not feel as though the public has enough time to attend LCWSD Board meetings because they are in the middle of the standard business day. Jennifer stated that she is concerned about 'forever chemicals' and PFAS in the drinking water surrounding the District's treatment site. Discussion was had between Board members and Jennifer regarding her concerns. Jennifer stated that she would like more transparency as the process continues.

General Manager Olson responded to Jennifer regarding transparency. He stated that there have been two-way conversations on multiple occasions at several board meetings to help with understanding the process. General Manager Olson reminded Jennifer and Mayre that he invited them personally to his office for a sit-down meeting and presentation of the plans in detail. He also explained that there are public meetings and hearings worked into the process moving forward once the agreement is signed. He further clarified that the District will be able to move forward with DEQ submittals as well.

Jeff Martin, a Lakeside resident, and engineer with Carollo Engineers, addressed Jennifer's PFAS concerns stating that facilities are built to current regulatory requirements. He stated that designs are built around the science that is currently available. He stated that if testing is not yet proven, it would be impossible to engineer and plan something that is not yet standard. Jeff stated that moving from a lagoon system to a pretreatment plan, the entire County will be better for it.

David Fetveit, a Lakeside resident, and business owner expressed his support for the pending interlocal agreement, stating that as a realtor, he has personally witnessed lawsuits over failing septic systems. He followed up by stating that the amount of waste that is currently going into Flathead Lake is untenable and is in favor of moving forward with this solution.

#### **SEPTAGE AGREEMENT – FOR SIGNATURE:**

Director Liechti stated that he has been on the LCWSD Board for over 25 years, and the Board President for over 20. He stated that the number one priority of the District has always been to protect Flathead Lake. He stated that when the funds were raised to create the District and install sewer services, Flathead Lake was very contaminated. The treatment site was selected 38 years ago and has been fabulously

maintained since. Director Liechti stated that Flathead County has been considering a septic treatment facility for about five years, and only in the past two has LCWSD been considered an option, namely because LCWSD is the only considered facility that does not discharge into surface water. He stated that in 2013, LCWSD was recognized as one of the best treatment facilities in the state of Montana. He stated that is something that he and the rest of the Board and employees are very proud of. He stated that the staff and Board members have always operated very system forward, and that LCWSD was one of the first Districts in the area to have a GIS mapping system, as well as many other progressive upgrades to the system. He stated that the District has always looked forward, and collected and saved monies with future expansion in mind. Director Liechti stated that the Board is looking out for their customers, Flathead Lake, and the District.

Director Heim stated that he has been involved with the Board for a long time and even served as the District Manager for 11 years. He stated that the District has always operated on best management practices. He stated that in the 1980's when the current treatment site was selected, treatment ponds were the best option at the time for small communities. He also stated that many locations were looked at around the Valley and the current location was deemed the best location. He stated that they found the best locations for the center pivots as well regarding soil.

Director Fleming stated that he has been on the Board for 5 years and has only missed one meeting in that time. He stated that Flathead County came to the District in June of 2023 and the District made the decision to move forward with the process. He stated that the Board has listened to visitors, and they have been heard. Director Fleming stated that he has a full-time job, and all the time that is spent at the Board meetings has to be made up when he gets home but stated that it is worth it to him because he is serving his community. He stated that he personally has a septic system in his neighborhood, as they are only served by LCWSD water because the sewer is not near his home. He stated that he would like to be able to call a septic pumper, and have them be available, instead of one day, that not being an option due to lack of septic haulers. The District has the opportunity to partner with Flathead County, which helps keep the rates down for District customers. This solves a problem for Flathead County and helps the District and its customers as well. He stated that the operators have already started planning and studying how to operate the new system. He stated that there are a lot of people coming together to level up. The alternative is to continue to talk about doing things for years to come. Director Fleming stated that he feels as though the District is doing the right thing by moving forward with the agreement.

Director Wadman stated that she is in favor of moving forward with the agreement. She feels as though it is the best thing for the community and surrounding areas.

Director Cordell stated that he agrees with what everyone has already stated. He reiterated that a lot has been involved to get the District to this point and he is in favor of moving forward.

Director Heim made a motion to sign the interlocal agreement as presented by Flathead County. Director Wadman seconded, and the motion carried. It was noted that Director Liechti is authorized to sign the agreement as well as the two memorandums presented.

**APPROVAL OF MINUTES:** The minutes of the February 20, 2024, Board meeting were reviewed. A motion was made by Director Fleming to accept the minutes as presented. Director Wadman seconded, and the motion carried.

**FINANCIAL REPORT:** The financial reports for February 2024 were presented by General Manager Olson. A motion was made by Director Cordell to approve the financial report. Director Heim seconded, and motion carried.

**BILL APPROVAL:** Accounts payable for February 2024 were reviewed, and expenses of note discussed. The credit card statement for January and February 2024 were also reviewed. A motion was made by Director Heim to approve the bills presented. Director Fleming seconded, and motion carried.

**OLD BUSINESS:**

N/A

**NEW BUSINESS:**

PFAS- Emerging Contaminant: General Manager Olson informed the Board that he has spoken with Julie from Bigfork Water & Sewer District, and she stated that the EPA has contacted them about testing their water for PFAS. The EPA is assessing water Districts based on system size. Bigfork Water and Sewer has until 2027 to perform all the requirements. In that time, operators will be trained on how to properly gear up and how to take samples. Julie shared her sub-contractor contact information with LCWSD so preparation can begin.

Treatment Cell Aeration: General Manager Olson stated the aging aeration equipment in the treatment cells needs to be upgraded. General Manager Olson Presented the Board with an alternative aeration device to what the District is currently using. The Board and General Manager Olson discussed the pros and cons of each option presented. Director Wadman made a motion to approve the purchase of one blower with 10 Casco diffusers, along with 500 feet of hose. Director Fleming seconded, and the motion carried.

**MISCELLANEOUS:**

Operator Position: General Manager Olson informed the Board that the Operator One position that was posted received 15 applicants with varying backgrounds. Of the 15 that applied, five were selected for interviews. General Manager Olson selected local Lakeside resident, Joseph Frank, to fill the position. Joseph will start on April 1<sup>st</sup>, 2024.

The meeting adjourned at 3:22 PM

Respectfully submitted,  
Rebecca Good, Secretary

## Minutes

### LAKESIDE COUNTY WATER & SEWER DISTRICT BOARD OF DIRECTOR'S MEETING February 20, 2024

**PRESENT:** Directors Marc Liechti, Jim Heim, Todd Fleming, Roxanne Wadman (phone) and employees Rodney Olson, General Manager, Rebecca Good, Secretary.

**ABSENT:** David Cordell

Director Liechti called the meeting to order at 2:00 PM

**AGENDA:** General Manager Olson requested that the 'Old Business' item of 'Septage Agreement' be removed from the agenda. A motion was made by Director Heim to accept the modified agenda. Director Fleming seconded, and motion carried.

**VISITORS:** There were 17 visitors at the meeting. See Exhibit C.

Jennifer Tipton with the North Shore Water Alliance read aloud a letter that was sent to the LCWSD Board of Directors and General Manager Olson for public record. See Exhibit A.

Mayre Flowers with Citizens for a Better Flathead informed the Board that she has submitted a formal letter of complaint to the Montana Department of Environmental Quality against the District. Mayre read portions of the letter to the Board, emphasizing areas that she wanted to specifically highlight. See Exhibit B. In addition to referencing the letter that was submitted, Mayre expressed her dislike for the, in her opinion, cumbersome, Public Records Request process with LCWSD. Mayre stated that she feels as though the LCWSD website is not in compliance with the transparency laws outlined in the Montana Constitution in regard to public information and wanted that Board of Directors to be aware of her concerns. Mayre also expressed concern over the lack of audio recordings at the LCWSD Board of Directors meetings. She feels as though this is inadequate as well.

Jim Mathieu questioned whether the Septage Agreement has anything to do with the Somers Steamboat Landing meeting that will be at the Flathead County Commissioners office on March 13<sup>th</sup>. Director Liechti stated no, clarifying that the Somers Water and Sewer District is an entirely separate District from the Lakeside County Water and Sewer District. Jim questioned why LCWSD was referenced in the 'Master Plan' for the Steamboat Landing project. General Manager Olson stated that he was unsure as that was not an LCWSD meeting. Director Liechti offered some clarification stating that Somers Water and Sewer is a customer of LCWSD. General Manager Olson stated that if SWSD needed more capacity, they would be required to make a formal request from LCWSD. Jim questioned the phases. General Manager Olson stated that LCWSD has provided a will serve letter for the first phase of Steamboat Landing, with strict timelines amid many other guidelines.

Jeff Martin requested the 'operational documents' for the proposed treatment facility. General Manager Olson told him to call and schedule an appointment to review the documents.

Todd Little made the statement "taxation without representation is what started the Tea Party".

Debbie Newman stated that she has called the District several times over the years about the smell in the Lower Valley from the treatment site. She wanted to make sure that the Board was aware that the complaints had been made. Director Liechti stated that the Board was aware that the complaints have been made. He further stated that he is aware that steps have been taken to mitigate the smell. Debbie stated that the District has only contributed to dust mitigation once. General Manager Olson questioned whether an invoice had ever been sent in, or a verbal request been made. Debbie stated that had not

been done but noted that the surrounding neighbors 'just know' to pay their portion. General Manager Olson stated that if an invoice was ever to be sent in, the District would pay their portion, as the District has always done in regard to the Lower Valley neighbors.

Katie Newman stated that the districts pivot field road off of Somers Stage Road can be extremely dusty, and she felt as though planting bushes to prevent the dust was not a viable solution. She stated that she is unable to have her windows open in the summertime even when the road is oiled. General Manager Olson stated that they were reviewing options with the farmer who leases the land.

James Mathieu questioned the Board on the specific differences between a public entity and a private entity. Director Liechti stated that to ensure accurate information, he would need to consult with legal counsel. General Manager Olson stated that the District is governed by Montana Code Annotated. He stated that the standard is to adhere to MCA Special District guidelines.

Donald Smith stated that SWSD has approved all stages of Steamboat Landing. He questioned whether that has to do with LCWSD capacity. Director Liechti stated that SWSD is a customer of LCWSD. Donald asked who the engineer is for the treatment site expansion project that LCWSD is working on. Director Liechti stated Robert Peccia and Associates.

Jim Mathieu stated that the Lakeside Neighborhood Plan has not been updated in several years. He asked how that would tie in to the current treatment site expansion plans. Director Liechti stated that it does not have any effect. Director Heim clarified that the Neighborhood Plan is not a regulatory document.

**APPROVAL OF MINUTES:** The minutes of the December 19, 2023, Board meeting were reviewed. A motion was made by Director Fleming to accept the minutes as presented. Director Heim seconded, and the motion carried.

**FINANCIAL REPORT:** The financial reports for January 2024 were presented by General Manager Olson. A motion was made by Director Fleming to approve the financial report. Director Heim seconded, and motion carried.

**BILL APPROVAL:** Accounts payable for December 2023 and January 2024 were reviewed, and expenses of note discussed. The credit card statement for December 2023 was also reviewed. The credit card statement for January was accidentally excluded from the packet and will be included with the February bill review. A motion was made by Director Fleming to approve the bills presented. Director Heim seconded, and motion carried.

#### **OLD BUSINESS:**

N/A

#### **NEW BUSINESS:**

**Board Seat Election Process & Schedule:** General Manager Olson informed the Board that in addition to the three existing Board members that submitted their Oath of Candidacy to extend their Board term, another citizen has submitted an Oath of Candidacy as well. Because there are more candidates than seats available, an official election will be held. General Manager Olson explained that the Flathead County Elections office will be handling all aspects of the election. He stated that he will be keeping the Board in the loop as the process unfolds.

Director Liechti questioned the cost to the District for the election that will be held. General Manager Olson stated that the Flathead County Election Department had provided a rough estimate, in the ballpark of \$6,000 - \$8,000 to cover the costs of election ballot supplies and administrative costs. General Manager Olson requested a biography from all Board members to post to the LCWSD website in addition to social media outlets, informing the public of their history, not only with the District, but the industry as well.

Bank Account: General Manager Olson requested changing banking institutions from First Interstate Bank to Glacier Bank. General Manager Olson outlined a list of reasons for requesting the switch. Director Wadman made a motion to change from First Interstate Bank to Glacier Bank for LCWSD's business banking needs. Director Heim seconded, and the motion carried.

General Manager Olson did state that if there were any 'red flags' identified in the process, he would halt the change and report back to the Board for further discussion.

**MISCELLANEOUS:**

While reviewing the 'New Hookups' Director Heim questioned the wastewater portion of the car wash that was listed. General Manager Olson informed that Board that they will have a self-contained water purifying system that not only pre-screens the wastewater but allows them to reuse some of it, along with proper grease and debris settlement basins approved by the district.

Hiring: General Manager Olson informed that Board that the help wanted advertisements have been posted for Operator 1 or Operator 2 positions. He stated that there have already been some resumes and applications submitted.

Director Heim addressed the visitors while speaking of District history regarding the original EPA grants that were acquired to create the District. He noted that a major component of the original EPA grant and facility plan was to allow for growth, and that it is, and always has been, the District's view that growth is a vital part of what keeps the District running.

The meeting adjourned at 3:30 PM

Respectfully submitted,  
Rebecca Good, Secretary

**(NEXT MEETING DATE IS TUESDAY, MARCH 19, 2024)**

**Minutes**

**LAKESIDE COUNTY WATER & SEWER DISTRICT  
BOARD OF DIRECTOR'S MEETING  
January 16, 2024**

**The January  
16<sup>th</sup>, 2024,  
Board Meeting  
was cancelled.**

**(NEXT MEETING DATE IS TUESDAY, MARCH 19, 2024)**