



PUBLIC MEETING MINUTES  
Wednesday September 11th, 2024, 10:30 am

This meeting was held via zoom only

**I. Regular Board Meeting Public Forum**

**A. Call to Order/start recording**

Olsen called the meeting to order at 10:32AM. Recording was started.

**B. Revise August 21<sup>st</sup> Meeting Minutes- *Action***

*Wilson moved to approve the August 21<sup>st</sup> minutes, Olsen seconded. There was no discussion. The motion passed unanimously.*

**C. Public comment on relevant non-agenda items – *Discuss***

None.

**D. Disclosure of Conflict of Interest on any agenda items – *Discuss***

None.

**II. New Business**

**A. Board member updates and correspondence – *Discuss***

Welcomes from Jon to Stuart and Joe.

**B. BSRAD-BSCWSD-GCCWSD Joint Committee updates – *Discuss***

MM presented BSRAD board meeting updates and general coordination over the last month. BSRAD is working on a capital improvement plan and interested in developing an economic development district which will help secure funding. The canyon sewer project was discussed on the BSRAD board meeting, outlining key stakeholders/contributors, project milestones, public engagement and alternatives. BSCWSD presented disposal alternatives for water reuse and disposal to BSRAD, including Canyon district disposal.

BSRAD was informed that this will be a joint effort going forward.

Olsen inquired about when DEQ was going to be done with their TMDL study. Mangold noted that it will likely be 2028 but they will not hold up a discharge permit based on that timing.

The BSRAD-BSCWSD-GCCWSD Joint Committee did not meet during this last month period. Meeting will be on the docket for the first week of October. Items on the agenda will likely be improvement plan ask to BSRAD? What is the scale of the ask and how to structure that financial package.

**C. Board Member Conflict of Interest Disclosures – *Discuss***

*Form D-1 will need to be filled out on an annual basis. Form is kept in house. All board members will need to fill out ASAP. Mangold will circulate.*

**D. Oaths of Office – *Discuss***

Oath of office presented to Board. Once it is filled out, it will need to be notarized and mailed back to Election Department (Gallatin County Clerk and Recorder). It is easier to mail back and will be the preferred method. Chad Wilson has signed and mailed his. Tara tasked to check on Chad's that

was mailed a month ago to confirm receipt. Stuart confirmed that the oath of office has to be completed in front of a notary. This is not an annual oath but signed after each election cycle.

**E. Committee(s) – *Discuss, maybe Action***

Mangold discussed existing committees: annexation and outreach committee and B. BSRAD-BSCWSD-GCCWSD Joint Committee. Also looking at developing some sort of engineering and permitting committee so WGM does not overload board meetings with technical discussions. This will keep an active involvement outside of the monthly board meeting. The committee will help solicit CMG partners.

Tara presented bylaws for committee. Needs to have one board member and president appoints. Purpose of committee need to be defined. Main thing to note is that public would have to be noticed for sub-committee meetings. Bylaws state committee cannot commit the board to any plan or program. Any decision from the committee will have to be approved by the board. Anything of significant public interest should be noticed.

Current notice locations for board meetings is website, front door of post office and Big Sky WSD.

Stuart Goldberg asked if they post their joint committee meetings and the answer was no.

It was agreed upon that BSRAD/BSWSD/GCCWSD Joint committee is not a sub committee for the board so it will not need to be posted. Any subcommittee for the board should be posted since the project is of significant public interest.

**F. Annexation Petitions Review and Potential Annexation Ordinance and/or rejection resolution – *Action***

*No petitions to review.*

**G. Canyon Sewer Project Updates – *Discuss Ryan Graff to present.***

**a. AE2S Financial Updates**

Ryan G presentation and project costs and funding scenarios discussed. Ultimately prepping for the next joint committee meeting.

Three scenarios on funding buckets discussed:

- Full Funding – Asking BSRAD to include updates to lift station, 1% covers full lift station, BSRAD contribution to Phase 2, Full TEDD/TIFF, this would be the max request. This would go out to the voters for a new 1% ask. This is not an additional 1%, this is renewing the 1%.
- Minimum funding – 1% covers 20M of lift station, BSRAD Contribution to Phase 2, No TEDD/TIFF
- Middle Ground – 1% covers 20M of lift station, BSRAD Contribution to Phase 2, partial TEDD/TIFF

Ryan G discussed connection fees and what that would look like in Estimated monthly user rates. Focused on implementing a mechanism to avoid double charging users with connection fees and how those are built into the monthly user rates.

Mangold suggested a connection fee and rate or impact study for fees to help understand unknowns.

**b. 60% Design Work Order**

Heads up to board from Mangold that a new WO which will help outline 60% design alternatives will be presented to the board soon.

**c. CMGC Work Order**

WGM will be presenting a WO to help procure a contractor for this project. An RFQ will be developed using the 60% design. WGM is working on developing the cleanest process on how to pick the right contractor.

Tara noted that a resolution will need to be drafted for the board to approve before an RFP can be posted.

Mangold to send Tara info on contractor procurement.

**H. Discharge Permit Application -Action**

WGM has worked on multiple reports to show DEQ how/where discharge will take place. Application fee is \$8,800 that Scott will need to approve. Lazy J and Quarry will need more site-specific sampling.

Stuart raised concerns about surface water dumping into the river and if there was anywhere in the permit itself where the district would be giving up the right for surface disposal. It was concluded that a groundwater discharge permit is separate from surface water permits. DEQ will write a permit that will only authorize groundwater discharge. The discharge permit application is only getting the process started, defining how much discharge can occur.

If challenged, there will be a totally separate process for any surface point discharge.

Olsen expressed that the community does not support surface discharge and that pursuing one would likely result in loss of community support on the overall project.

*Wilson made a motion to have Scott sign the permit and spend the \$8,800 for the fee. Goldberg seconded. There was no further discussion. The motion passed unanimously.*

**I. Water PER Updates – Discuss**

Shane from WGM provided update. There are 11 different alternatives being reviewed. It will likely pencil to use existing tank in Lazy J property and there wells to serve largest contributing areas (Lazy J, Quarry).

WGM is still waiting on confirming analysis on water rights side to see what needs to be consolidated. Draft will be ready in the next month (early oct) to distribute to board for initial findings and recommendations. Public meeting may need to be scheduled after.

This PER will be the primary tool to chase grant funding.

**J. BSRAD and ARPA Draw Requests and Invoice Payments – Action**

MM presented contract and invoice summary/grant summary. The invoices and associated draw requests were reviewed, along with the remaining funds from each pot of funds.

*Olsen moved to approve the BSRAD and ARPA Draw Requests and Invoice Payment as presented. Wilson seconded. There was no further discussion. The motion passed unanimously.*

III. **Old Business**

A. **Resolution for using CMGC and Developing a procurement process – *Discuss***

Tara and WGM to work on a first reading next board meeting.

B. **Grant-related Auditing services – *Action***

Holmes & Turner conducting the audit. Actively working on first audit commitment. Third Party auditor to help document various ARPA funding requests. No action at this time.

IV. **Any Other Business Which May Properly Come Before the Board – *Discuss***

None.

V. **Next Meeting Planning**

A. **Date & Draft Agenda – *Discuss***

a. ***Project details working sessions***

Discuss alternatives with 191 to provide some clarity. Board and WGM to sit down and overview plans to have discussions on recommendations on what to advance to 60%. A project needs to be picked so scoping out to the end could be completed. Monthly board meetings are necessary but more discussion is needed to discuss further. Special board meeting recommended by Chad.

b. ***October Regular Meeting***

The next meeting is scheduled for Wednesday October 9<sup>th</sup>, 10:30 am, Zoom only.

VI. **Adjourn**

Adjourned at 11:51 AM By Chad W. Joe C. seconded.

**Public comment is encouraged before all non-emergency non-ministerial actions.**

**Minutes Drafted by:** Kyle Krenik, WGM Group

**Minutes Approved:** Jon Olsen, Board Vice-President 10/17/2024

**Signed:**

*Jon Olsen, Board VP 10/21/2024*

**Attested:** Jessica Martin-Trulen, GCCWSD Secretary

*JMTrulen 10/21/2024*

# GCCWSD MEETING ATTENDANCE SHEET

10:30 AM; September 11th 2024; Zoom Only



#	Name	Affiliation	Contact	Remote Attendance?
1	Michelle Pond	WGM Group	Mpond@wmgmgroup.com	X
2	Mace Mangold	WGM Group	mmangold@wmgmgroup.com	X
3	Scott Altman	GCCWSD Board	orock9530@me.com	X
4	Jon Olsen	GCCWSD Board	jolsen@lonemountainland.com	X
5	Shane Strong	AE2S	<a href="mailto:sstrong@wmgmgroup.com">sstrong@wmgmgroup.com</a>	X
6	Tara DePuy	GCCWSD Legal	attorney@riverworks.net	X
7	Kristin Gardner	Ramshorn + GRTF	kristin@gallatinrivertaskforce.org	X
8	Rena Schumacher	Resigned from GCCWSD Board	renaeschumacher@gmail.com	X
9	Kelsey Wagner	AE2S	kelsey.wagner@ae2s.com	X
10	Abby Indreland	WGM Group	aindreland@wmgmgroup.com	X
11	Jessica Martin-Trulen	GCCWSD Accountant/Secretary	jtrulen@knaubandcompany.cpa	X
12	Ryan G	AE2S	Ryan.graff@ae2s.com	X
13	Stuart Goldberg	Owns Property in District	Stuart925@gmail.com	X
14	Chad Wilson	New GCCWSD Board Member	Chad.wilson@bigskyresort.com	X



## PUBLIC MEETING AGENDA

**Wednesday September 11th, 2024, 10:30am**

**This meeting will be held via zoom only**

<https://us06web.zoom.us/j/85626118567?pwd=sSNnv9EafkwOvh66igZQp2khxBcUab.1>

(see next page for call in details)

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- D. Disclosure of Conflict of Interest on any agenda items - *Discuss*

**II. New Business**

- A. Board member updates and correspondence – *Discuss*
- B. BSRAD-BSCWSD-GCCWSD Joint Committee updates - *Discuss*
- C. Board Member Conflict of Interest Disclosures - *Discuss*
- D. Oaths of Office - *Discuss*
- E. Committee(s) – *Discuss, maybe Action*
- F. Annexation Petitions Review and Potential Annexation Ordinance and/or rejection resolution – *Action*
- G. Canyon Sewer Project Updates – *Discuss*
  - a. AE2S Financial Updates
  - b. 60% Design Work Order
  - c. CMGC Work Order
- H. Discharge Permit Application -*Action*
- I. Water PER Updates – *Discuss*
- J. BSRAD and ARPA Draw Requests and Invoice Payments – *Action*

**III. Old Business**

- A. Resolution for using CMGC and Developing a procurement process – *Discuss*
- B. Grant-related Auditing services – *Action*

**IV. Any Other Business Which May Properly Come Before the Board – *Discuss***

**V. Next Meeting Planning**

- A. Date & Draft Agenda – *Discuss*
  - a. *Project details working sessions*
  - b. *October Regular Meeting*

**VI. Adjourn**



***Public comment is encouraged before all non-emergency non-ministerial actions.***

[www.gallatincanyonwsd.com](http://www.gallatincanyonwsd.com)

**Join Zoom Meeting**

<https://us06web.zoom.us/j/85626118567?pwd=sNnv9EafkwOvh66igZQp2kxhBcUab.1>

**Meeting ID: 856 2611 8567**

**Passcode: 324525**

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- +1 669 900 6833 US (San Jose)
- +1 301 715 8592 US (Washington DC)
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  - +1 507 473 4847 US
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Find your local number: <https://us06web.zoom.us/j/85626118567?pwd=sNnv9EafkwOvh66igZQp2kxhBcUab.1>

# CONTRACT AND INVOICE SUMMARY

Project No.	Description	Budget	09/11/24 Invoice Packet	Billed to Date	Total	Budget Remaining
<b>CANYON DISTRICT ADMINISTRATION</b>						
200323.6 (WO#6A)	FY25 Grant Administration	\$40,000.00	\$2,440.40	\$2,934.20	\$5,374.60	\$34,625.40
200323.7 (WO#7A)	FY25 District Admin & Outreach	\$70,000.00	\$7,463.00	\$10,501.40	\$17,964.40	\$52,035.60
	Knaub & Company Accounting	\$5,000.00	\$221.76	\$468.16	\$689.92	\$4,310.08
	Tara DePuy Legal Counsel	\$20,000.00	\$400.00	\$300.00	\$700.00	\$19,300.00
	Dorsey & Whitney Bond Counsel	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Miscellaneous Dues, Insurance, Etc.	\$0.00	\$350.00	\$0.00	\$350.00	-\$350.00
	<b>Subtotal</b>	<b>\$135,000.00</b>	<b>\$10,875.16</b>	<b>\$14,203.76</b>	<b>\$25,078.92</b>	<b>\$109,921.08</b>
<b>CANYON SEWER ENGINEERING</b>						
220724.2 (WO#2)	30% Sewer Engineering	\$357,880.00	\$0.00	\$383,765.65	\$383,765.65	-\$25,885.65
220724.4 (WO#4)	BSRAD Feasibility (remaining items)	\$149,000.00	\$13,948.18	\$170,826.12	\$184,774.30	-\$35,774.30
220724.5 (WO#5)	Discharge Permitting (first half 2024)	\$288,000.00	\$21,790.16	\$119,677.75	\$141,467.91	\$146,532.09
220724.6 (WO#6)	Sewer Funding Package	\$60,000.00	\$896.43	\$58,871.95	\$59,768.38	\$231.62
	<b>Subtotal</b>	<b>\$854,880.00</b>	<b>\$36,634.77</b>	<b>\$733,141.47</b>	<b>\$769,776.24</b>	<b>\$85,103.76</b>
<b>BSCWSD - HIGHWAY 64 INFRASTRUCTURE ENGINEERING</b>						
	AE2S 30% Engineering	\$300,000.00	\$0.00	\$318,689.53	\$318,689.53	-\$18,689.53
	AE2S BSRAD Feasibility (remaining Items)	\$100,000.00	\$24,572.35	\$82,270.11	\$106,842.46	-\$6,842.46
	<b>Subtotal</b>	<b>\$400,000.00</b>	<b>\$24,572.35</b>	<b>\$400,959.64</b>	<b>\$425,531.99</b>	<b>-\$25,531.99</b>
<b>CANYON WATER SYSTEM PER</b>						
220806.1	Canyon Water System PER	\$80,000.00	\$2,364.50	\$57,065.88	\$59,430.38	\$20,569.62
	<b>Subtotal</b>	<b>\$80,000.00</b>	<b>\$2,364.50</b>	<b>\$57,065.88</b>	<b>\$59,430.38</b>	<b>\$20,569.62</b>



**GRANT TRACKING DASHBOARD - FY25**

Current Invoice Total: \$ **74,446.78**

Date Revised: **9/5/2024**

ARPA - PHASE 1.1			BSRAD - PHASE 1.1		CASH ON HAND
State ARPA <small>Agmt ends 12/31/25 Costs between 3/3/21 &amp; 12/31/26</small>	County ARPA <small>For costs "obligated" between 3/3/21 &amp; 12/31/24 (costs paid before 9/30/26 when agmt ends)</small>		FY25 Budget (7/1/24-6/30/25)	Interlocal	
50% match required = County MAG + Local	Match met by State ARPA	No match required			
Competitive	Min Allocation	SLFRF			

Budget Remaining:	\$ 1,113,298.02	\$ 177,480.00	\$ 207,520.00	\$ 179,837.83	\$ 12,000,000.00	\$ 50,441.49
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Invoice Date	Vendor	Invoice Number	Amount	Project #	General Invoice Description	Notes	Draw Request Date and/or No.	\$2M	\$542,480	\$207,520	\$200,000	\$12M
8/27/2024	AE2S/BSCWSD	97057	\$ 24,572.35	P13218-2020-001	design			\$ 24,572.35				
9/5/2024	WGM	73117	\$ 13,948.18	220724.4	WO#4			\$ 13,948.18				
9/5/2024	WGM	73114	\$ 21,790.16	220724.5	WO#5			\$ 21,790.16				
9/5/2024	WGM	73115	\$ 896.43	220724.6	WO#6			\$ 896.43				
9/5/2024	WGM	73113	\$ 7,463.00	200323.7	District admin	\$865.00 project					\$ 865.00	
9/5/2024	WGM	73116	\$ 2,364.50	220806.1	water PER	non-project					\$ 2,364.50	
9/1/2024	Knaub & Co	090124-33	\$ 221.76	NA	accounting						\$ 221.76	
9/1/2024	Tara DePuy	9/1/2024	\$ 400.00	NA	legal	\$100 project					\$ 400.00	
9/4/2024	WGM	73105	\$ 2,440.40	200323.6	grant admin	all project					\$ 2,440.40	
7/1/2024	Big Sky Chamber	1505	\$ 350.00	NA	FY 25 membership						\$ 350.00	
7/23/2024	AE2S/BSCWSD	96573	\$ 11,881.39	P13218-2020-001	design		State #8	\$ 11,881.39				
8/14/2024	WGM	73067	\$ 49,808.09	220724.4	WO#4		State #8	\$ 49,808.09				
8/12/2024	WGM	73017	\$ 26,523.98	220724.5	WO#5		State #8	\$ 26,523.98				
8/15/2024	WGM	73084	\$ 50,725.70	220724.2	WO#2	Add'l geotech	County MAG #6/State #8	\$ 725.70	\$ 50,000.00			
8/12/2024	WGM	73005	\$ 10,501.40	200323.7	District admin	Project = \$2,928.80	BSRAD #13/State #8	\$ 2,928.80			\$ 7,572.60	
8/12/2024	WGM	73012	\$ 2,245.55	220806.1	Water PER		BSRAD #13				\$ 2,245.55	
8/12/2024	WGM	73003	\$ 2,934.20	200323.6	grant admin	Project = \$2,779.10	BSRAD #13				\$ 2,934.20	
8/1/2024	Knaub & Co	080124-35	\$ 468.16	NA	accounting		BSRAD #13				\$ 468.16	
8/1/2024	Tara Depuy	8/1/2024	\$ 300.00	NA	legal		BSRAD #13				\$ 300.00	
<b>FY 2024 CARRYOVER:</b>								\$ 733,626.90	\$ 315,000.00			
<b>SPENT SPENT:</b>								\$ 886,701.98	\$ 365,000.00	\$ -	\$ 20,162.17	\$ -