
COUNTY WATER DISTRICT OF BILLINGS HEIGHTS

Board of Directors Meeting Agenda

Supporting Documents maybe downloaded

https://www.dropbox.com/sh/vp7y3q9z4wg0iq5/AAAue_LwSe4QLpczVWrTtymwa?dl=0

Location: Board Room, County Water District of Billings Heights 1540 Popelka Dr.

Date: September 8, 2021

Time: 6:00 pm

CALL MEETING TO ORDER: President Dennis Cook

WELCOME AND INTRODUCTIONS

PRESIDENT'S REMARKS: Dennis Cook

During the course of the meeting the Public may be heard before a vote is cast by the Board. The Chair will acknowledge the Public once the motion has been made and discussed by Board for their input.

I. PUBLIC COMMENT on "NON-PUBLIC HEARING" Agenda Items

1. Any member of the Public may be heard on any subject that is not on the Agenda.
2. The board will not take action on these items at this time but may choose to add an item to the next meeting's Agenda for discussion.
3. Correspondence Received by Board

II. CONSENT AGENDA (# supporting documents available at the dropbox link above)

1. Minutes of the August 11, 2021 Meeting (2)
2. August Prepaid bills for approval (3)
3. August Bills for Approval (4)
4. August Bank Statements: First Interstate Bank (5)
5. Stifel Summary August 31 (5d)
6. Notes: Board Training Session, August 19, 2021 (6)
 - i. Montana Local Government Board Handbook (7)
 - ii. Statutes Governing County Water Districts Mont. Code Ann 7-13-2201 and 2301 *et seq.* Compiled and formatted by Felt Martin PC (8)
 - iii. Part 1 Code of Ethics (9)
 - iv. Montana's Public Records Statutes as Amended in 2015 (10)

- v. Montana’s Sunshine Laws: Open Meetings, Public Participation, and the Tension with the Right of Privacy Felt Martin PC (11)
- vi. Memo from Jeff Weldon re: Board Secretary (12)
- vii. Memo from Jeff Weldon re: payment to Susan Swimley (13)

III. MANAGER’S REPORT Duke Nieskens (14)

IV. ASSISTANT MANAGER’S REPORT: Peyton Brookshire

- 1. Update on ARPA Grant
 - i. 21.08.26 Memo from Debi Meling (15)
 - ii. 21.08.31 Memo from Debi Meling to Billings City Council (16)
 - iii. ARPAWaterSewerGrants_Round1_CompleteBook (17)
 - iv.
- 2. [Agenda detail 2] (18–21)

V. COMMITTEE REPORTS

- 1. Finance Committee: Laura Drager
 - i. Raftelis Report update
 - ii. Yellowstone Bank Operating Account
 - iii. Reinstatement for Retirement Account – Randal Hurley (22)
 - iv. Budget work: Plan and Recommendation
 - v. Payment of Legal Bills
 - 1. Susan Swimley: see attached memo from Jeff Weldon
 - 2. Tom Towe
- 2. Safety Committee: Jeff Engel’s Meeting with Staff
- 3. By-laws Committee (Pam Ellis)
 - i. Committee Members: Pam Ellis, Laura Drager, Brandon Hurst, Dave Graves
 - ii. Meeting times: TBA Initial meeting with Jeff Weldon at his office
 - iii. Discussion (process)
- 4. Legal Liaison (Jeff Engel) Update on various issues
- 5. Planning and Development: Strategic Plan (3 years): Dennis Cook
 - i. Measurement of Success for Success

VI. OLD BUSINESS:

- 1. DPHHS Low Income Letter (23)

- i. Possible Resolution 005-21 MCEP application
- ii. Recommendation from Felt Martin (24) Possible Motion:

VII. NEW BUSINESS: Technology Update on Equipment and Software

- 1. Website Update (Pam Ellis, Ming Cabrera, Laura Drager)
 - i. Review Request for Qualifications Possible motion: Publish the RFQ in the Yellowstone County News and on our website (25)
 - ii. Supplementary Software to assist in agenda preparation, minutes and website management (Pam Ellis, Ming Cabrera, Laura Drager)
 - iii. Drop Box: \$20 per month Possible motion: authorize monthly fee (27)
Possible motion to subscribe to Drop Box to make files accessible to the board and public.
- ii. Teleconferencing capability/Podium: Dennis Cook
- iii. Consider Activating another phone line: Dennis Cook

VIII. ADJOURN