

WEST GREAT FALLS FLOOD CONTROL & DRAINAGE DISTRICT

P.O. Box 791, Great Falls, MT 59403-0791

(406) 315 - 2878

MEETING AGENDA

June 20th, 2023

Public comment on any public matter on the agenda or not on the agenda that is within the Board's jurisdiction will be at the conclusion of the meeting or at appropriate times related to the topic under discussion. Per MCA 2-3-103. Public participation -- governor to ensure guidelines adopted.

Location of Meeting: DES Building, Conference Room, 521 1st Ave NW, Great Falls, MT (access through back)

Time: 7:00 PM

Call to Order: Chuck Rogers, Chairperson

Court Statement Results of May 2, 2023, Election

Roll Call:

Reading and Approval of Minutes of the May 16th, 2023, Regular Meeting, and June 8th, 2023, Special Meeting.

REPORTS:

- Treasurers Report – Operations balance \$504,192.99, Maintenance Reserve balance \$37,991.23, Flood Emergency balance \$24,564.73, Taxes Receivable \$6,092.75, *Annual Transfer From Cash to Cash, Restricted for 5-Year Pipes Inspections due in 2025, Warrant/Checking Authorized Signer Form.*
- Inspection Report – Commissioner Rogers
- Snowpack & Flood Forecast Report – Suspended
- Emergency Preparedness Report – Commissioner Mares
- Spraying Progress Report – Commissioner Rogers
- Mowing Progress Report – Commissioner Rogers
- Pest Control Progress Report – Commissioner Fairhurst
- Drainage Structure & Flap Gate Repairs – Commissioner Rogers
- Fencing Report – Commissioner Fairhurst
- Woody Vegetation Removal Report – Commissioner Rogers
- River Status Report – Commissioner Rogers
- Contract Status Report – Commissioner Mares
- Lake Drain Upgrade Status Report – Commissioner Rogers

UNFINISHED BUSINESS:

Pott's Summons and Complaint against the District.

NEW BUSINESS:

District Passwords:

A motion: to allow all commissioners unencumbered access to all password protected data

storage, databases, websites, social media sites, main email accounts and any other account the District is the account holder on, has access to, or is deemed necessary to the proper conduct of District business.

Commissioners Compensation:

A motion: to petition the court for a temporary adjustment of commissioners' compensation.

Permitting of the Wadsworth Lake Drain Upgrade: (proposal attached)

A motion: to accept the Great West Engineering proposal for the permitting, bid letting and notifications necessary for the Lake Drain upgrade in the amount of \$7,000.00.

Confined Space Permit Required Policy & Procedures:

A motion: to establish written policies and procedure in accordance with OSHA rules for permit required confined space access on District property.

Grounds Maintenance:

Discuss the feasibility of purchasing equipment to maintain the levee grounds and hiring a seasonal worker to maintain the levee grounds. To include public comment of the matter. Assign a commissioner to be responsible for follow-up if the idea is acceptable.

File Storage:

Discuss the feasibility of obtaining and sitting a storage container or building to house the District's archived files. To include public comment of the matter. Assign a commissioner to be responsible for follow-up if the idea is acceptable.

Staff Gauge Monitoring:

Discuss remote video monitoring of the District staff gauge accessible to the public via the web page and or social media if possible. To include public comment of the matter. Assign a commissioner to be responsible for follow-up if the idea is acceptable.

Warrants to be Paid: May Payroll: Commissioner Lankford \$158.61, Commissioner Rogers \$158.61; Ooma Telephone to Janet Fulmer \$17.32; RR Law (Legal – Taylors & Election) \$1,452.50; *Payroll Taxes – Federal, State; Public Official Bonds; Doctor Lawn.*

Adjourn: Time _____

Great West Proposal

May 25, 2023

Chuck Rogers

West Great Falls Flood Control and Drainage District

P.O. Box 791

Great Falls, MT 59403

RE: Wadsworth Lake Drain Outfall Structure – Permitting Assistance

Dear Mr. Rogers and Board Members:

The following permits are anticipated to be required to allow for construction of the new Wadsworth Lake Drain Outfall Structure along the Sun River bank:

404 Permit (US Army Corps of Engineers)

318 Authorization (DEQ)

SPA 124 Permit (Montana Fish, Wildlife and Parks)

Floodplain Permit (Cascade County)

Navigable Rivers Land Use License (DNRC)

Great West Engineering proposes a lump sum fee of \$7,000 for permitting assistance. The Joint Application for Proposed Work in Montana's Streams, Wetlands, Floodplains and Other Water Bodies will be utilized for all of the permit applications. Our services will include the following:

Project scoping and initial floodplain permitting coordination with Cascade County and the DNRC

Wetland delineation in immediate vicinity of the outfall structure along the bank of the Sun River

Preparation of technical memorandum to summarize wetland delineation

Coordination with permitting agencies

Preparation of the Joint Application

Preparation of supporting information for the Joint Application

Coordination with the District

The completed applications will be provided to the District for signatures and submittal to the various agencies. For the floodplain permit application, we will complete a qualitative encroachment analysis and will not be completing a formal HEC-RAS modeling analysis.

The DNRC has indicated that this approach is reasonable for this project, but Cascade County will not provide any input on whether or not they will accept this approach until after the application has been formally submitted. There is the potential that Cascade County will request HEC-RAS modeling for the encroachment analysis, which would add significant additional effort and cost. If the County requires modeling for the encroachment analysis, we will need to amend our agreement to incorporate the additional services.

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Our services and fee do not include the following:

Permitting agency fees

Hydraulic modeling or "no rise" analysis for the floodplain permit

Preparation of a Stormwater Pollution Prevention Plan (SWPPP)

Please feel free to contact me with any questions.

Sincerely,

Great West Engineering, Inc.

Josh Sommer, PE

Great Falls Business Unit Manager