

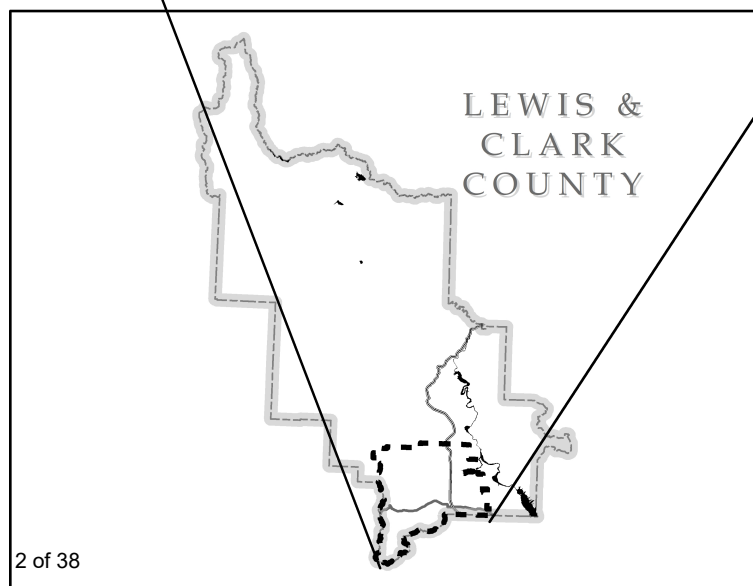
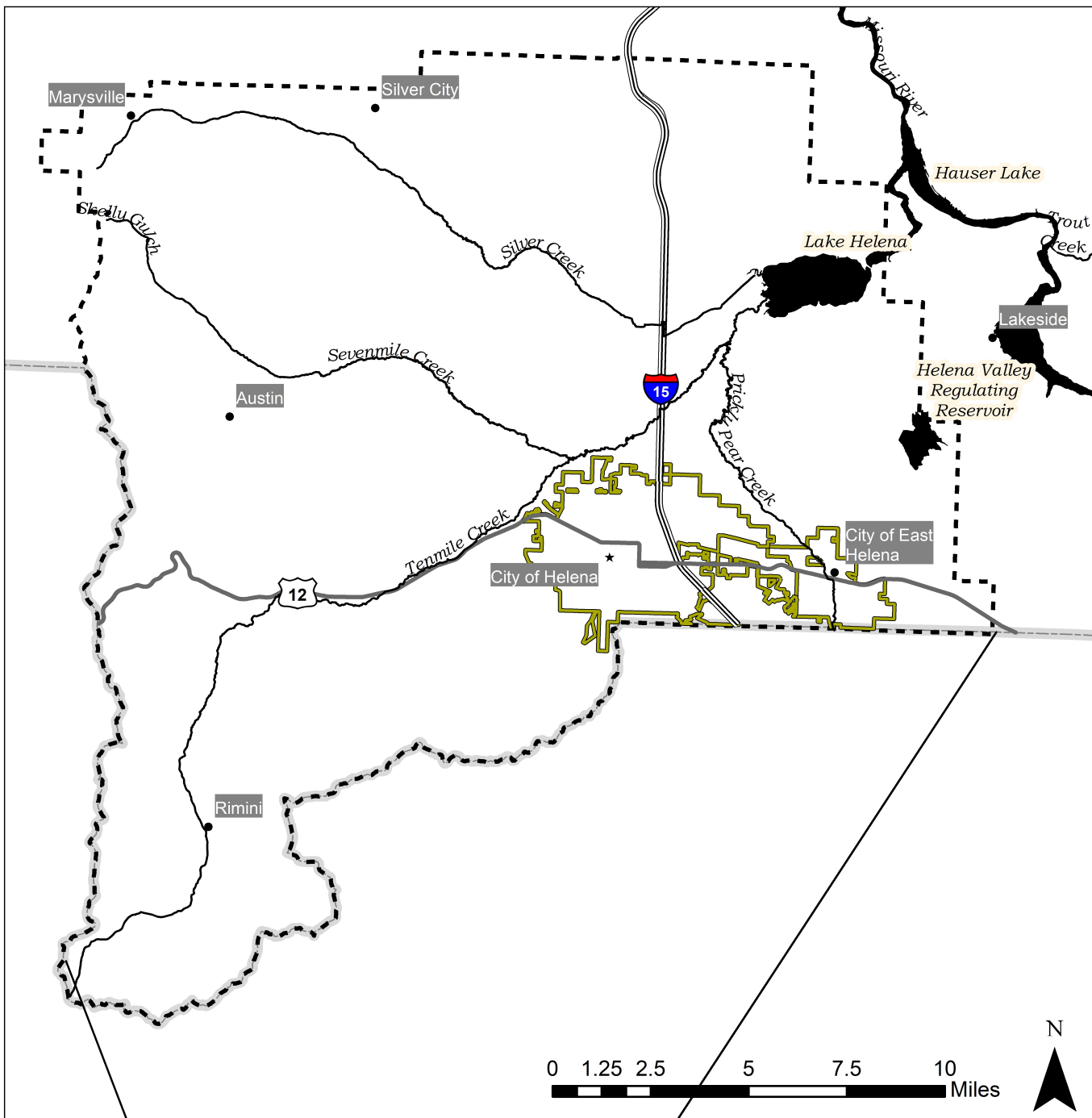


# Lewis and Clark County Water Quality Protection District

---

## **Board Meeting Agenda Tuesday, January 28, 2025 Hybrid - In person - Leave CCB at 4:00 pm - Tour**

<b>What (Content)</b>	<b>How (Process)</b>	<b>Who</b>	<b>Page</b>	<b>Time (When)</b>
<b>1. Leave CCB at 4:00 pm Call to Order &amp; Establish Quorum –</b>	Roll Call	Patrick Johnson	1	4:15 p.m.
<b>2. Review of Agenda</b>	Present	Board	3	4:20 p.m.
<b>3. Previous Minutes Review</b>	Vote	Board	4	4:25 p.m.
<b>4. Financial Report – Quarter 2</b>	Present	Jennifer McBroom	7	4:30 p.m.
<b>5. Tour of Water Treatment Upgrades</b>	Tour	Board	11	4:45 p.m.
<b>6. Board Member Discussion</b>	Discuss	Board	12	5:30 p.m.
<b>7. Public Comment</b>	Present	Board	13	5:35 p.m.
<b>8. Adjourn Meeting – Ride back to town</b>	Present	Board		5:45 p.m.



### Water Quality Protection District Facts:

**Total Acres: ~240,000**

**Total Square Miles: ~370**

**Miles of Stream: ~100**

**LEWIS & CLARK COUNTY  
WATER QUALITY PROTECTION DISTRICT  
Helena, Montana**

**BOARD AGENDA ITEM**

**Meeting Date**

**January 28, 2025**

**Agenda Item No.**

**2**

☐ Minutes    ☒ Board Member Discussion    ☐ Staff & Other Reports    ☐ Action    ☐ Hearing of Delegation

**AGENDA ITEMS:** Review of Agenda

**PERSONNEL INVOLVED:** Board Members

**BACKGROUND:** Time is allowed for board members to review the agenda and place any items under action or to add any new agenda items.

**RECOMMENDATION:** n/a

☐ ADDITIONAL INFORMATION ATTACHED

---

**BOARD ACTION:**

**NOTES:**

	M O T I O N	S E C O N D	A Y E	N A Y	A B S T A I N	O T H E R
D. Hammer						
P. Johnson						
E. Kerins						
R. Leland						
B. MacLaurin						
C. Payne						
J. Ryan						
A. Johnson						

**LEWIS & CLARK COUNTY  
WATER QUALITY PROTECTION DISTRICT  
Helena, Montana**

**BOARD AGENDA ITEM**

**Meeting Date**

**January 28, 2025**

**Agenda Item No.**

**3**

☒ Minutes   ☒ Board Member Discussion   ☐ Staff & Other Reports   ☒ Action   ☐ Hearing of Delegation

**AGENDA ITEMS:** Minutes of the December 3, 2024, meeting

**PERSONNEL INVOLVED:** Board Members

**BACKGROUND:** Upon approval, the minutes represent official actions of the Water Quality Protection District. Every effort is made to have these recommended minutes accurately portray the proceedings and procedures of the board.

**RECOMMENDATION:** Approval

☒ ADDITIONAL INFORMATION ATTACHED

---

**BOARD ACTION:**

**NOTES:**

	M O T I O N	S E C O N D	A Y E	N A Y	A B S T A I N	O T H E R
D. Hammer						
P. Johnson						
E. Kerins						
R. Leland						
B. MacLaurin						
C. Payne						
J. Ryan						
A. Johnson						



LEWIS AND CLARK COUNTY  
WATER QUALITY PROTECTION DISTRICT  
BOARD MEETING  
Hybrid - Zoom  
December 3, 2024

Members Present

Patrick Johnson, Chair  
Brie MacLaurin  
Ryan Leland  
Jeff Ryan  
Adele Johnson

Members Absent

Diana Hammer  
Ed Kerins, Vice Chair  
Comm. Candace Payne

Staff

Jennifer McBroom, Gary Burton, Kegan McClanahan, Natalie Emerson  
Laurel Riek, Beth Norberg, Sandy Whittington

Patrick Johnson, Chair, called the 280<sup>th</sup> meeting of the Lewis and Clark County Water Quality Protection District (WQPD) Board of Directors (Board) to order at 5:34 p.m. A quorum was not established. Introductions of Board members and WQPD staff were made.

**REVIEW OF AGENDA**

No changes were made to the agenda.

**MINUTES**

The minutes were not approved as there was no quorum established. Minutes to be reviewed in January.

**INTRODUCTION OF NEW BOARD MEMBER**

Ms. McBroom introduced Adele Johnson, who is taking over John Staldine's term. It was clarified that this term would not count as her first term, as she would be fulfilling the previous term which ends in 2026. In the meeting, Adel shared her background in Environmental Engineering and her experience as the Environmental Program Manager at Fort Harrison with the Montana Army National Guard. She discussed the issue of PFAS contamination at Fort Harrison and her work on this issue at the national level.

**GW101 & WASTEWATER PROGRAM**

Kegan McClanahan explained the concept of groundwater, emphasizing that it is water that fully saturates all the pores and cracks in the soils and rocks. He differentiated between porosity, which refers to the pore spaces in the ground, and permeability, which refers to how interconnected those pore spaces are. He further explained that groundwater follows topography and flows horizontally and explained groundwater flow rates.,. Kegan wrapped up his presentation with the concept of cone of depression. It forms when water is pumped out of a well faster than it can be replenished, and the importance of considering the permeability of the aquifer when assessing well production. Kegan offered additional education if the Board was interested.

## **WASTEWATER PROGRAM**

Beth Norberg, Public Health Sanitarian, discussed the role of the Environmental Division in managing wastewater systems. She explained the local septic system permitting process and the difference between local and state regulations. Beth also touched on the importance of proper installation, maintenance, and care of septic systems to ensure their longevity. She emphasized the need for homeowners to treat their septic systems like a mini wastewater treatment plant, avoiding the disposal of fats, grease, and non-flushable wipes. WQPD also highlighted the significance of water usage and regular well testing. The discussion moved to the challenges of regulating RV parks and outdoor campers, particularly in relation to wastewater discharge and septic systems. Beth explained that RVs cannot be connected to existing septic systems without proper permits, and that enforcement can be difficult due to the need to prove violations in court. The conversation also touched on the issue of urban sprawl and the previous DEQ requirement for one-acre minimums in subdivisions. The importance of connecting to municipal facilities was emphasized, particularly in areas near city limits. Lastly, the topic of exempt wells was briefly mentioned, indicating that it is a separate issue with its own set of challenges.

## **UPDATE ON HELENA WATER**

Director Leland reported that the City of Helena is facing issues with taste and odor in the water because of the turnover in its only current source, the regulating reservoir. Although the Eureka well project was postponed, it is expected to be finalized by the end of the year. Meanwhile, work is underway to upgrade the Tenmile Treatment plant filters, with a completion goal set for April. To manage increasing costs, the city has enacted modest raises in water and wastewater rates; however, these rates still rank among the lowest in the state. Additionally, there was an incident where a tire shop dumped 200 gallons of diesel and used oil into the wastewater system, but this was quickly identified and remedied. Mr. Leland has invited board members for a tour of the treatment facilities.

## **BOARD MEMBER DISCUSSION**

Mr. Ryan proposed that volunteers assist with transplanting willows and vertical staking at the Grizzly Gulch reclamation site. The last topic discussed was the possibility of replacing the January Board meeting with a tour. It was agreed that a brief meeting will take place at the Tenmile Water Treatment Plant, during which the Board can review financials, approve minutes, and then continue with a tour of the facility.

## **PUBLIC COMMENT**

There was no public comment.

Next meeting will be January 28, 2025, at the new time of 4:00 pm.

There being no public comment, the meeting adjourned at 6:50pm.

**LEWIS & CLARK COUNTY  
WATER QUALITY PROTECTION DISTRICT  
Helena, Montana**

**BOARD AGENDA ITEM**

**Meeting Date**

**January 28, 2025**

**Agenda Item No.**

**4**

Minutes   X Board Member Discussion   X Staff & Other Reports   X Action   \_\_\_Hearing of Delegation

**AGENDA ITEMS:** FY 25 QTR 2 Financials

**PERSONNEL INVOLVED:** Jennifer McBroom

**BACKGROUND:** Ms. McBroom will present the financial report for the second quarter of fiscal year 2025.

X **ADDITIONAL** INFORMATION ATTACHED

---

**BOARD ACTION:**

**NOTES:**

	M O T I O N	S E C O N D	A Y E	N A Y	A B S T A I N	O T H E R
D. Hammer						
P. Johnson						
E. Kerins						
R. Leland						
B. MacLaurin						
C. Payne						
J. Ryan						

**WATER QUALITY DISTRICT**  
**FUND 203.4430.441**

#1		FUND 203.4430.441					1/17/2025		#2	50%	
50% Through the Year						payroll					
1/17/2025											
EXPENDITURES:		BUDGETED				YEAR TO	BUDGET				
DESCRIPTION		FY 2025	OCTOBER	NOVEMBER	DECEMBER	DATE	REMAINING	% USED	Prior Year		
11.01	SALARIES & WAGES: PERM	279,538	20,044.53	26,120.07	18,022.30	\$128,195.40	\$151,342.60	45.9%	103,933.16		
12.01	OVERTIME		42.99			\$42.99		--	135.14		
13.01	TERMINATION PAY					\$0.00		--	3,032.05		
15-17	EMPLOYER CONTRIBUTIONS	86,989	6,435.21	7,514.95	6,111.14	\$40,145.06	\$46,843.94	46.1%	34,122.06		
19.10	TERM PAY/UNCOMP ABSENC	0				\$0.00		--			
	TOTAL PERSONNEL	#3 \$366,527	\$26,522.73	\$33,635.02	\$24,133.44	\$168,383.45	\$198,143.55	#4 45.9%	141,222.41		
21.10	OFFICE SUPPLIES	1,000			19.95	\$39.62	\$960.38	4.0%	285.44		
21.20	MINOR EQUIPMENT	4,000				\$787.50	\$3,212.50	19.7%	1,438.02		
22.10	OPERATING SUPPLIES	3,985	724.59	148.68	15.80	\$5,706.12	(\$1,721.12)	143.2%	2,299.10		
22.27	SAMPLING	16,500		945.20	4,287.00	\$5,232.20	\$11,267.80	31.7%	9,343.90		
23.10	REPAIR & MAINTENANCE	800	30.00	15.00	15.00	\$90.00	\$710.00	11.3%	13.00		
23.20	GAS & OIL	2,000	71.17	103.20	64.33	\$864.17	\$1,135.83	43.2%	483.52		
31.20	POSTAGE	1,000			103.53	\$675.08	\$324.92	67.5%	430.57		
31.40	VEHICLE PARKING	0				\$0.00	\$0.00	--	420.00		
31.45	VEHICLES-REGISTRATION	0				\$0.00	\$0.00	--	0.00		
32.10	PRINTING	500		160.00	103.18	\$2,166.18	(\$1,666.18)	433.2%	0.00		
33.20	ADVERTISING	1,000			154.00	\$154.00	\$846.00	15.4%	0.00		
33.50	MEMBERSHIP	1,000	35.00			\$35.00	\$965.00	3.5%	369.99		
33.70	EDUCATION AWARENESS	8,000				\$1,300.80	\$6,699.20	16.3%	5,131.00		
33.80	HEALTH CLUB DUES	300	50.00			\$125.00	\$175.00	41.7%	50.00		
34.50	TELEPHONE	2,377	65.46	65.46	539.46	\$1,340.76	\$1,036.24	56.4%	1,444.26		
35.10	PROFESSIONAL SERVICES	2,000				\$0.00	\$2,000.00	0.0%	2,048.50		
35.70	COMMUNITY PROJECTS					\$0.00	\$0.00	--	393.42		
36.20	OFFICE MACHINES	0				\$0.00	\$0.00	--	0.00		
36.30	REPAIR&MAINTmotor veh	0				\$0.00	\$0.00	--	0.00		
37.10	TRAVEL	4,000	248.64	1,221.42		\$1,594.38	\$2,405.62	39.9%	1,681.89		
37.50	BOARD MEETING EXPENSES	500				\$0.00	\$500.00	0.0%	252.25		
38.10	TRAINING	1,000	540.00			\$810.00	\$190.00	81.0%	1,445.65		
39.10	CONTRACTED SERVICES (usg	10,000				\$0.00	\$10,000.00	0.0%	29,537.95		
39.20	RECRUITMENT	250				\$0.00	\$250.00	0.0%	0.00		
50.10	county admin fees	9,311			2,327.75	\$4,655.50	\$4,655.50	50.0%	4,021.00		
50.20	INSURANCE	3,833			958.00	\$1,916.00	\$1,917.00	50.0%	1,938.00		
50.30	RENT	10,608			2,652.00	\$5,304.00	\$5,304.00	50.0%	8,497.32		
50.40	TECHNOLOGY	9,950			2,488.00	\$4,976.00	\$4,974.00	50.0%	5,454.00		
80.15	CAPITAL TRANSFER	38,135				\$0.00	\$38,135.00	0.0%	0.00		
	TOTAL O&M	#5 \$132,049	\$1,764.86	\$2,658.96	\$13,728.00	\$37,772.31	\$56,141.69	#6 28.6%	76,978.78		
TOTAL EXPENDITURES		\$498,576	\$28,287.59	\$36,293.98	\$37,861.44	\$206,155.76	\$254,285.24	41.35%	\$218,201.19		

REVENUES: DESCRIPTION		BUDGETED				YEAR TO	BUDGET			%	Prior Year	
		FY 2025	OCTOBER	NOVEMBER	DECEMBER	DATE	REMAINING	% RECEIVED				
344.09-40	WELL MONITORING (USGS)	0				\$0.00	\$0.00	--	1,350.00			
363.01-00	MAINTENANCE ASSESSMEN	387,800	1,661.21	5,138.42	181,636.96	\$198,403.26	\$189,396.74	51.2%	219,277.02			
363.04-00	MA PENALTY & INTEREST	0	112.29	57.80	103.64	\$660.06	(\$660.06)	--	875.06			
383.01-00	HEALTH INSURANCE CREDI	18,592				\$0.00	\$18,592.00	0.0%	7,743.77			
TOTAL REVENUE		#7 \$406,392	\$1,773.50	\$5,196.22	\$181,740.60	\$199,063.32	\$207,328.68	#8 48.98%	\$229,245.85			

BEGINNING CASH BALANCE											
beg cash	fund 203 unrestricted	341147.49	\$221,273.65	\$190,175.89	\$334,055.05	Total WQPD Cash Available					
Restricted cash		0.00	\$0.00	\$0.00	\$0.00	#10 \$334,055.05					
	total	#9 341147.49	\$221,273.65	\$190,175.89	\$334,055.05	Total LHWG Cash Available					
											\$0.00

50% Through the Year  
grant year 7/1-6/30

WQPD DONATIONS FUNDS  
Fund 140 WQPD Gage and Rewatr Donations

1/16/2025

		BUDGETED				YEAR TO		Contract budget	
EXPENDITURES: DESCRIPTION		FY 2025	OCTOBER	NOVEMBER	DECEMBER	DATE	Remaining	% USED	
35.10	PROFESSIONAL SERVICES	13,500				\$7,500.00	\$6,000.00	55.6%	
39.10	CONTRACTED SERVICES	0				\$0.00	\$0.00	---	
	TOTAL O&M	\$13,500	\$0.00	\$0.00	\$0.00	\$7,500.00	\$6,000.00	55.6%	
TOTAL EXPENDITURES		\$13,500	\$0.00	\$0.00	\$0.00	\$7,500.00	\$6,000.00	55.56%	

REVENUES: DESCRIPTION	BUDGETED				YEAR TO		BUDGET	
	FY 2025	OCTOBER	NOVEMBER	DECEMBER	DATE	REMAINING	% RECEIVED	
365.02-00 Gage Donations	0				\$0.00	\$0.00	--	
365.02-00 Rewatr Donations	0				\$0.00	\$0.00	--	
383.01-00 Interfund Transfers	0				\$0.00	\$0.00	--	
TOTAL REVENUE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!	
beginning cash bal gage	\$0.00				beg bal	\$0.00	\$47,626.00	
beginning cash bal rewatr	\$47,626.00				revenue	\$0.00	\$0.00	
					expenditures	\$0.00	\$7,500.00	
					current cash bal	\$0.00	\$40,126.00	

H:\Share\Finance\Finance 25\ME reports\ENV\ENV 2nd Qtr FY25.xlsx]140

1/16/2025 10:03

Fund 124 Grizzly Gulch  
Projects : GGPMTA, GGPMTI - 4

EXPENSES

YTD

	BUDGET	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Total	% expended
22.10 Operating Supplies	0							0.00	#DIV/0!
22.27 Lab Expenses	0							0.00	#DIV/0!
32.10 Printing	0							0.00	#DIV/0!
35.10 Professional Services	0							0.00	#DIV/0!
39.10 Contracted Services	0			17,227.50		697.50		17,925.00	#DIV/0!
50.11 Admin	0							0.00	#DIV/0!
80.10 Transfers Out								0.00	#DIV/0!
Subtotal Operations	0	0.00	0.00	17,227.50	0.00	697.50	0.00	17,925.00	#DIV/0!
TOTAL	0	0	0	17,228	0	698	0	17,925.00	
Revenue Received	Budget	July	August	Sept	Oct	Nov	Dec		
Task 1 GGPMTI	10861						8200	8,200.00	
Task 2 GGPMTI	24840						9027.5	9,027.50	
Task 3 GGPMTI	256440						697.5	697.50	
Task 4 GGPMTI	0							0.00	
Task 5 GGPMTA	470							0.00	
total	292611	0	0	0	0	0	17925	17,925.00	

beg bal 0.00  
revenue 17,925.00  
exp 17,925.00  
balance \$0.00

**LEWIS & CLARK COUNTY  
WATER QUALITY PROTECTION DISTRICT  
Helena, Montana**

**BOARD AGENDA ITEM**

**Meeting Date**

**January 28, 2025**

**Agenda Item No.**

**5**

☐ Minutes   ☒ Board Member Discussion   ☐ Staff & Other Reports   ☐ Action   ☐ Hearing of Delegation

**AGENDA ITEMS:** Tour of Water Treatment Upgrades

**PERSONNEL INVOLVED:** Board

**BACKGROUND:** Tenmile Treatment plant filters and upgrades

☐ ADDITIONAL INFORMATION ATTACHED

---

**BOARD ACTION:**

**NOTES:**

	M O T I O N	S E C O N D	A Y E	N A Y	A B S T A I N	O T H E R
D. Hammer						
P. Johnson						
E. Kerins						
R. Leland						
B. MacLaurin						
C. Payne						
J. Ryan						
A. Johnson						

**LEWIS & CLARK COUNTY  
WATER QUALITY PROTECTION DISTRICT  
Helena, Montana**

**BOARD AGENDA ITEM**

**Meeting Date**

**January 28, 2025**

**Agenda Item No.**

**6**

☐ Minutes    ☒ Board Member Discussion    ☐ Staff & Other Reports    ☐ Action    ☐ Hearing of Delegation

**AGENDA ITEMS:** Board Member Discussion

**PERSONNEL INVOLVED:** Board Members

**BACKGROUND:** This time has been set-aside for the board members to bring up any topics they would like to discuss or add to the agenda for future meetings.

   ADDITIONAL INFORMATION ATTACHED

---

**BOARD ACTION:**

**NOTES:**

	M O T I O N	S E C O N D	A Y E	N A Y	A B S T A I N	O T H E R
D. Hammer						
P. Johnson						
E. Kerins						
R. Leland						
B. MacLaurin						
C. Payne						
J. Ryan						
A. Johnson						



**LEWIS & CLARK COUNTY  
WATER QUALITY PROTECTION DISTRICT  
Helena, Montana**

**BOARD AGENDA ITEM**

**Meeting Date**

**January 28, 2025**

**Agenda Item No.**

**7**

☐ Minutes    ☒ Board Member Discussion    ☐ Staff & Other Reports    ☐ Action    ☐ Hearing of Delegation

**AGENDA ITEMS:** Public Comment

**PERSONNEL INVOLVED:** Public and Board Members

**BACKGROUND:** Time is allowed for public comment on matters within the Water Quality Protection District's boundaries not mentioned on the agenda.

**RECOMMENDATION:** n/a

☐ ADDITIONAL INFORMATION ATTACHED

---

**BOARD ACTION:**

**NOTES:**

	M O T I O N	S E C O N D	A Y E	N A Y	A B S T A I N	O T H E R
D. Hammer						
P. Johnson						
E. Kerins						
R. Leland						
B. MacLaurin						
C. Payne						
J. Ryan						
A. Johnson						

# For Your Information

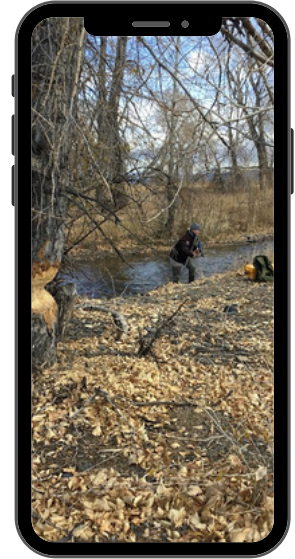
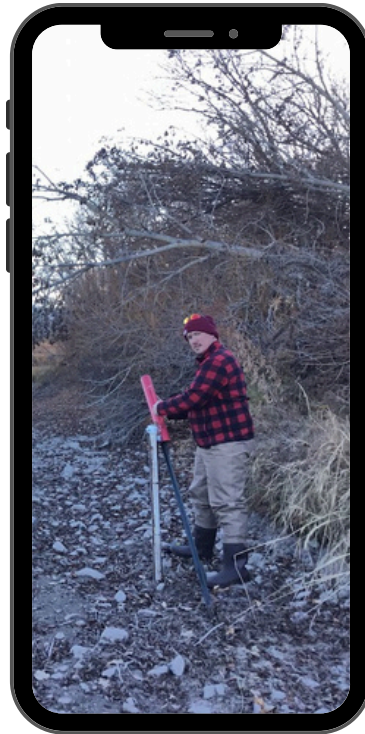
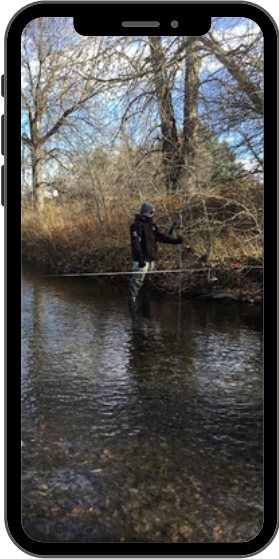


Lewis & Clark City-County  
Water Quality Protection District  
316 North Park  
Helena, MT 59601



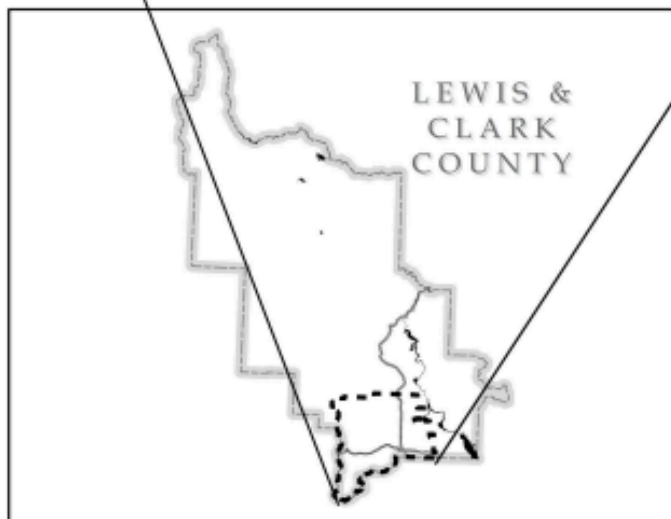
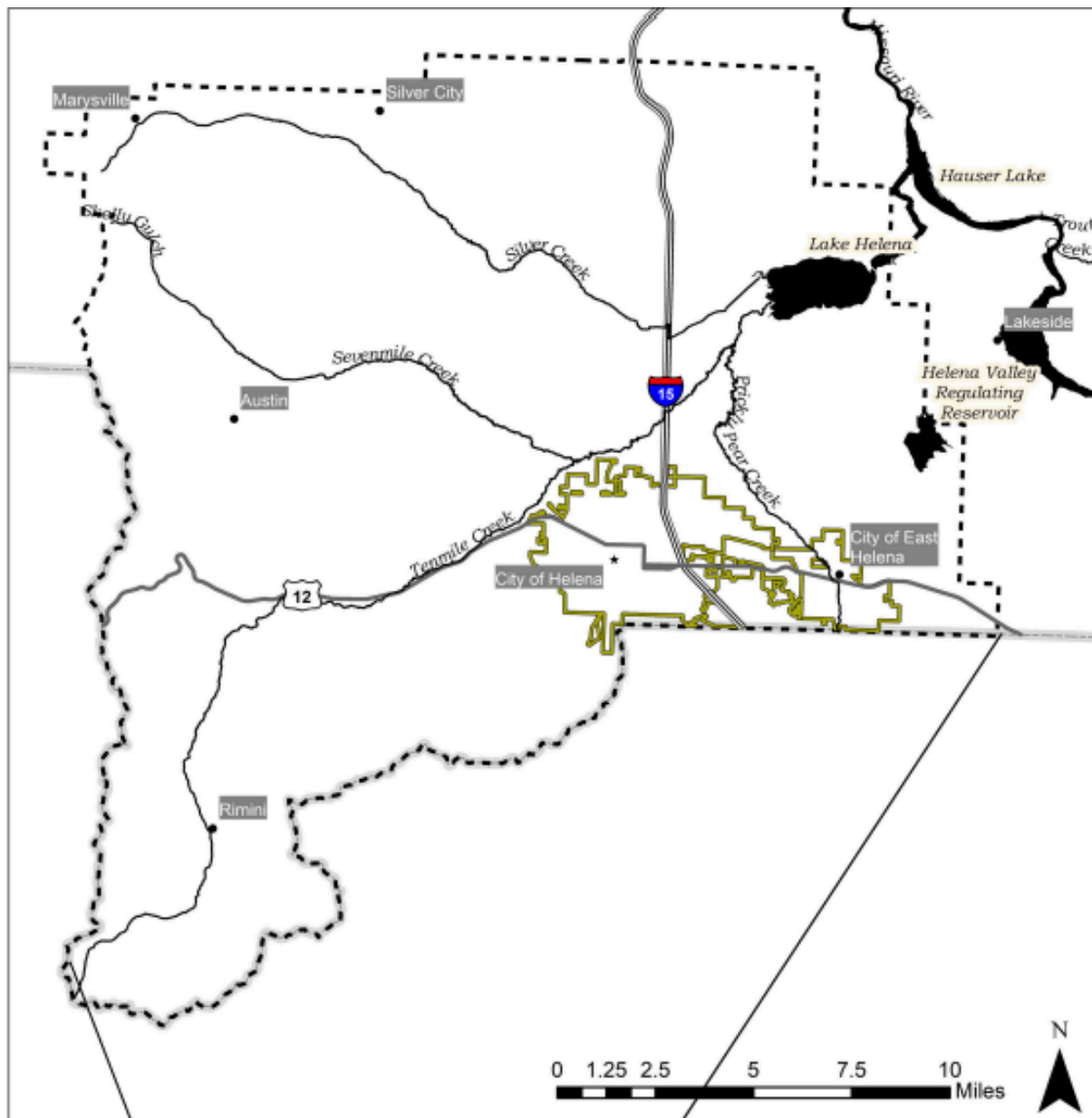
# Water Quality Protection District

LEWIS AND CLARK COUNTY, MT



## **FY 25 QTR 2 Report**

**Strategic Plan  
FY2024-2026  
July 1, 2023 -June 30, 2026**



### Water Quality Protection District Facts:

**Total Acres: ~240,000**

**Total Square Miles: ~370**

**Miles of Stream: ~100**

Map Created on: 2/14/2019

# Goal 1: Improve the public’s support for and understanding of the WQPD’s mission.

Objective 1.1: Provide educational opportunities to improve and enhance understanding of water issues.

Activity: Work with strategic partners to provide information on important water issues.	Activity: Develop annual outreach programs	Activity: Develop and implement water conservation plan
Performance Metric/Target:Work with four partners for events for FY 25	Performance Metric/Target: Develop at least one outreach program for FY 25	Performance Metric/Target: Identify WQPD role and develop a water conservation plan
QTR 1 : Watershed Festival	QTR 1: In Discussions with O & E staff	QTR 1: Looking into USGS developing a water budget.
QTR 2: No Activity	QTR 2: No Activity	QTR 2: No Activity
QTR 3:	QTR 3:	QTR 3:
QTR 4:	QTR 4:	QTR 4:



Watershed  
FESTIVAL  
2024

## Objective 1.2: Provide access to clear, concise data and information on public platforms.

Activity: Update Quality Assurance documentation for the WQPD data collection activities as needed.	Activity: Reassess the networks to ensure priority areas are being monitored.	Activity: Create and maintain a data management system for the WQPD surface and groundwater data.	Activity: Create and maintain ESRI tools to display WQPD collected data.
Performance Metric/Target: Update annually	Performance Metric/Target: Annual reassessment	Performance Metric/Target: Create a data management system	Performance Metric/Target: Transition over to new platform
QTR 1 : Not completed	QTR 1: Completed for 2024	QTR 1: Complete	QTR 1: Not entirely
QTR 2: Not Completed	QTR 2: Completed for 2024	QTR 2: Complete/On-going	QTR 2: No Activty
QTR 3:	QTR 3:	QTR 3:	QTR 3:
QTR 4:	QTR 4:	QTR 4:	QTR 4:

## Objective 1.3: Encourage public participation across all WQPD activities.

Activity: Promote activity through social media and printed materials, earned media and other channels	Activity: Distribute water quality sampling options to interested homeowners
Performance Metric/Target: 12 messages on either conservation, activity or event annually	Performance Metric/Target: 20 kits distributed annually
QTR 1 : 7 FB posts	QTR 1: 7
QTR 2: 3 FB posts	QTR 2: 19
QTR 3:	QTR 3:
QTR 4:	QTR 4:

### Why is the WQPD offering this?

Manganese is a naturally occurring metal found in soil, rocks, groundwater and surface water. Manganese is commonly found in food products because the human body needs small amounts for proper nutrition, however too much is a health concern.

The United States Environmental Protection Agency developed a health advisory level of 0.3 milligrams per liter (mg/L) for manganese in drinking water. If your results show manganese at or above 0.3mg/L it is recommended to contact your doctor and consider a treatment system.

# Goal 2: Design and implement projects that protect and improve water quality and water quantity.

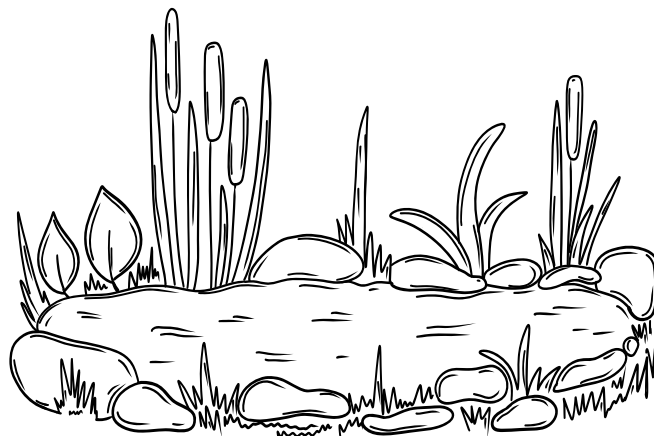
## Objective 2.1: Reassess and operate WQPD's surface water and groundwater monitoring network.

Activity: Develop and review written workplans on monitoring networks/projects on an annual basis	Activity: Collect groundwater measurements and sampling based on the annual plan schedule	Activity: Collect surface water measurements and sampling based on the annual plan schedule	Activity: Provide groundwater sampling at residential locations as needed
Performance Metric/Target: Update annually	Performance Metric/Target: Collect measurments and sampling annually	Performance Metric/Target: Collect measurements and sampling annually	Performance Metric/Target: 10 residential samples FY 25
QTR 1: In process	QTR 1: 246/82 monthly wells & 77/76 quarterly	QTR 1: 12 sites with 82 flow measurements- No WQ	QTR 1: 0
QTR 2: No Activty	QTR 2: 248/83 monthly & 73/73 Quarterly	QTR 2: No Activity	QTR 2: 0
QTR 3:	QTR 3:	QTR 3:	QTR 3:
QTR 4:	QTR 4:	QTR 4:	QTR 4:



## Objective 2.2: Identify,prioritize and implement project opportunities.

Activity: Work with landowners and contributing partners to improve riparian area and other water related projects.	Activity: Work with partners on water resources and other related projects.
Performance Metric/Target: Improve riparian areas	Performance Metric/Target: Assist Partners on water resource projects
QTR 1 : No Activity	QTR 1: USGS discussions
QTR 2: No Activity	QTR 2: No Activity
QTR 3:	QTR 3:
QTR 4:	QTR 4:



## Objective 2.3: Encourage public participation across all WQPD activities.

Activity: Develop and implement a volunteer effort in the Lake Helena Watershed	Activity: Connect with at least three landowners to participate in projects to protect and improve water quality and quantity.
Performance Metric/Target: Development of a volunteer effort	Performance Metric/Target: 3 landowners by end of FY 26
QTR 1 : No activity	QTR 1: No Activity
QTR 2: No Activity	QTR 2: No Activity
QTR 3:	QTR 3:
QTR 4:	QTR 4:



## Objective 2.4: Identify, prioritize and implement funding opportunities.

Activity: Research and apply for appropriate grant opportunities.

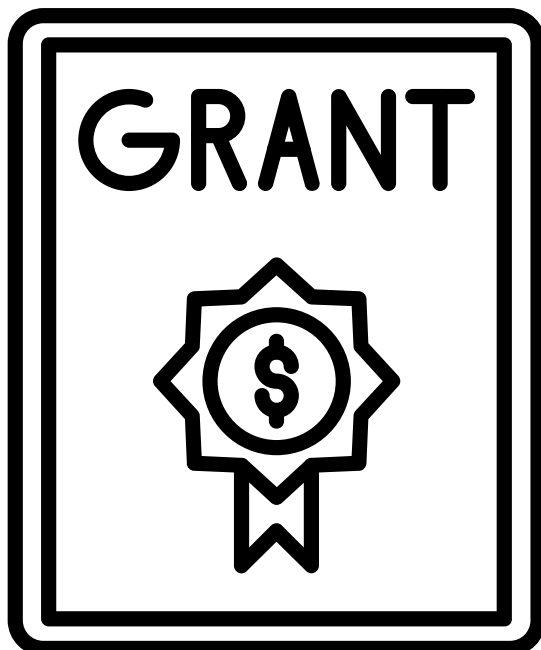
Performance Metric/Target: Apply as opportunities for projects/programs arise.

QTR 1 : Discussing with Conservation District on possible grant to supplement Grizzly Gulch Project.

QTR 2: No Activity

QTR 3:

QTR 4:



# Goal 3: Inform public policies for the management of water quality and quantity.

## Objective 3.1: Provide issue-specific information to stakeholders and decision makers.

Activity: Provide information to the general public	Activity: Collaborate with City and County planning, sanitarians and developers on new developments	Activity: Collaborate and provide information to County Commissioners
Performance Metric/Target: Yes/No	Performance Metric/Target: Yes/No	Performance Metric/Target: Yes/No
QTR 1 : Yes	QTR 1: Attended 3 meetings	QTR 1: Not needed
QTR 2: Yes	QTR 2: Attended 3/6 meetings	QTR 2: Not Needed
QTR 3:	QTR 3:	QTR 3:
QTR 4:	QTR 4:	QTR 4:



## Objective 3.2: Advocate for legislation that supports the WQPD's activities.

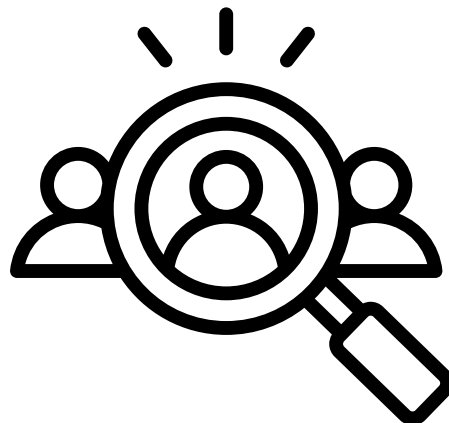
Activity: Provide or present information to Legislative committees and the session	Activity: Research and track bills and in the interim that affect the WQPD
Performance Metric/Target: Opportunity to present Yes/No	Performance Metric/Target: Number of bills tracked
QTR 1 : No Activity	QTR 1: No Activity
QTR 2: No Activity	QTR 2: No Activity
QTR 3:	QTR 3:
QTR 4:	QTR 4:



# Goal 4: Optimize internal organizational capacity to support the WQPD's activities.

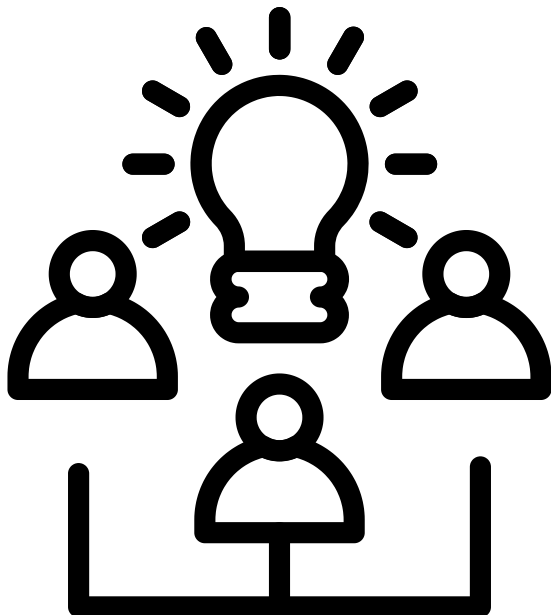
**Objective 4.1: Maintain staffing and capacity levels to ensure ability to carry out WQPD priorities within the base budget.**

Activity: Ensure that adequate technical and supervisory staffing is funded annually	Activity: Create and update recruiting and retention plans as needed
Performance Metric/Target: Review budget annually.	Performance Metric/Target: Plans as needed Yes/No
QTR 1 : Yes	QTR 1: No activity
QTR 2: Yes	QTR 2: No activity
QTR 3:	QTR 3:
QTR 4:	QTR 4:



## Objective 4.2: Provide for training to WQPD staff and Board

Activity: Provide WQPD staff with adequate training	Activity: Provide WQPD Board orientation and ongoing board development and education
Performance Metric/Target: Provide appropriate training Yes/No	Performance Metric/Target: Provide Board with a WQPD orientation and BD development opportunities Yes/No
QTR 1: Yes -4	QTR 1: No Activity
QTR 2: Yes	QTR 2: 1 WQPD Orientation & 1 BD opportunity
QTR 3:	QTR 3:
QTR 4:	QTR 4:



## Objective 4.3: Develop internal policies and procedures that enhance WQPD's operations

Activity: Write and maintain updated policy that directs WQPD responses to public requests and queries.	Activity: Develop and maintain procedures for external and internal review of documentation for public dissemination.	Activity: Develop, implement and evaluate staff work plans.	Activity: Project Protocol - Procedure, budget, reporting process including research and data review procedures for funding requests.	Activity: Update the Outreach and Education process and protocols for dissemination
Performance Metric/Target: Yes/No	Performance Metric/Target:	Performance Metric/Target:	Performance Metric/Target:	Performance Metric/Target: As needed
QTR 1: Complete/No update needed	QTR 1: No Activity	QTR 1: In progress	QTR 1: In progress	QTR 1: No Activity
QTR 2: No updated needed	QTR 2: No Activity	QTR 2: In progress	QTR 2: In progress	QTR 2: Not needed
QTR 3:	QTR 3:	QTR 3:	QTR 3:	QTR 3:
QTR 4:	QTR 4:	QTR 4:	QTR 4:	QTR 4:



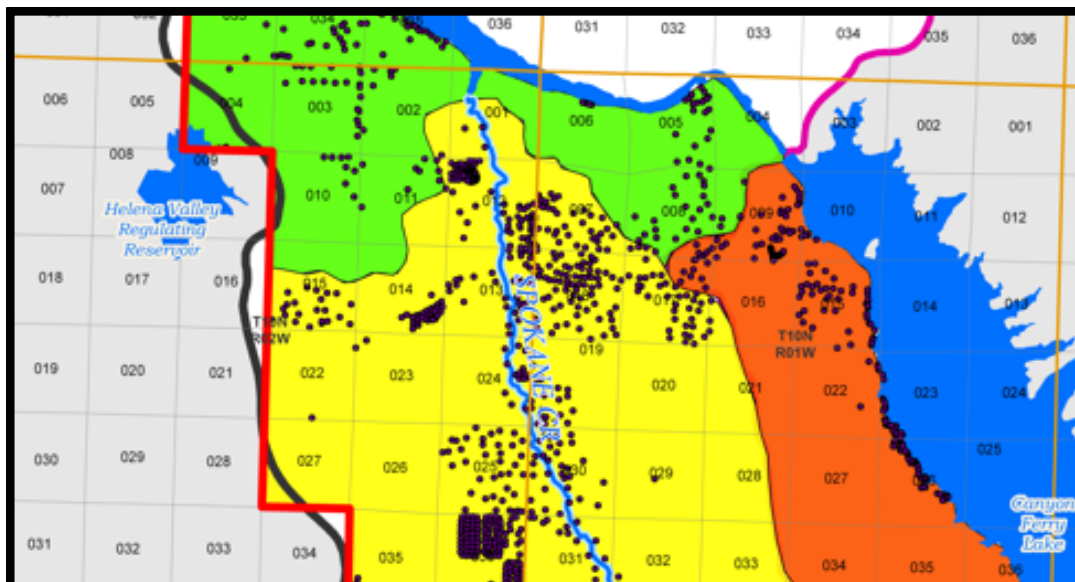
## Objective 4.4: Identify and Implement Quality Improvement Projects

Activity: Evaluate WQPD protocols and conduct a Plan, Do, Study, Act when necessary	Activity: Update Quality Improvement project to track customer service
Performance Metric/Target: 1 QI project for FY 25	Performance Metric/Target: As needed Yes/No
QTR 1: Completed 1	QTR 1: On-going
QTR 2: Completed 1	QTR 2: On-going
QTR 3:	QTR 3:
QTR 4:	QTR 4:



## Objective 4.5: Study and plan for WQPD's Boundary Expansion to meet needs of the community and resources.

Activity: Investigate scientific case for boundaries that support the mission of the WQPD	Activity: Conduct activities to understand options for WQPD expansion
Performance Metric/Target: Investigate by end of FY 25	Performance Metric/Target: Research expansion activities by December 2024
QTR 1: No	QTR 1: No
QTR 2: No	QTR 2: No
QTR 3:	QTR 3:
QTR 4:	QTR 4:



# Tracking Customer Service

## Second quarter Stats:

**19**

**Water quality kits  
distributed**



**1**

**Site Visits**



**69**

**Phone  
Calls/Emails**



**1**

**Walk-Ins/  
Discussions**





# Water Quality Protection District

LEWIS AND CLARK COUNTY, MT



1930 9<sup>th</sup> Avenue, Helena, MT 59601  
(406) 457-8584

## MEMORANDUM

Date: November 26, 2024  
To: Phil Gonzalez, *Lewis and Clark County Community Development and Planning*  
Cc: Jennifer McBroom, *Lewis & Clark County Water Quality Protection District*  
From: Kegan McClanahan, *Lewis & Clark County Water Quality Protection District*  
Reference: Wade Minor (SUBD2024-006)

### Overview of Development

The proposed Wade Minor subdivision (development) will be developed along Green Meadow Drive, south of Lincoln Road, and north of Barraugh Road (see Attachment 1). The development will be 6.75 acres in total which will be divided into 4 residential lots of 1 acre per lot and 1 commercial lot of 2.75 acres. The commercial lot is proposed to be a storage facility. Each lot will be supplied water by individual wells and wastewater will be handled by individual septic systems.

### Local Hydrogeology

The area of the development is underlain by the Helena Valley-Fill Aquifer. This aquifer is composed of quaternary cobbles, gravels, sands, silts, and clays exhibiting a high degree of horizontal hydraulic conductivity. The potentiometric surface portrays groundwater flow east, towards Lake Helena. Aquifer recharge is achieved through infiltration of streams, irrigation canal leakage, and bedrock fractures (Brian and Madison, 1992).

### Water Quantity Concerns

The Lewis and Clark County Water Quality Protection District (WQPD) has groundwater level data from four wells near the development: GWIC: 189417, 197571, 246101, and 258300. The locations of the wells are noted on Attachment 1. Well 246101 is located northwest of the development, adjacent to Silver Creek. The groundwater levels have remained around 30 to 40 feet below ground level over the past 14 years. Wells 197571 and 258300 are located south of the development along Silver Creek. The groundwater levels in both wells have maintained around 60 to 70 feet below ground level over the past 5 years. Well 189417 is located east of the development and the groundwater levels have remained stable around 80 to 90 feet below ground level. All well data (Attachment 2) in the WQPD database indicate local groundwater levels have been stable in the past; however seasonal fluctuations do occur and can account for 10 to 20 feet of variability. Wells should be drilled based on the seasonal low groundwater level.

### **Water Quality Concerns**

Nitrate is a common contaminant in the Helena Valley due to the numerous potential sources such as septic systems, agricultural products, and animal manure. Residential water quality data submitted to the WQPD indicate elevated nitrate concentrations to the east of the development, near Applegate Road. Local and surrounding land use, past and present, can lead to elevated nitrate concentrations in the groundwater.

### **Recommendations**

- The WQPD recommends that the individual groundwater wells be drilled to depths well below the water table at its seasonal lowest. Groundwater levels are typically at their highest in late spring when snowmelt is recharging the local aquifers and their lowest in late summer/fall due to increased water demand during irrigation season.
- The WQPD recommends testing for nitrate on an annual basis. The WQPD has water quality test kits for nitrates and total coliform bacteria at our offices (1930 9<sup>th</sup> Avenue, Helena, Montana, 59601). The WQPD also offers a free arsenic and uranium test kit to all Lewis and Clark County residents.

If anyone has any questions regarding groundwater levels or water quality, please contact me at (406) 457-8927 or [KMcClanahan@LCCountyMT.gov](mailto:KMcClanahan@LCCountyMT.gov).

### **Attachments**

Attachment 1: Map of Wade Minor Subdivision and Surrounding Wells

Attachment 2: Hydrograph of Groundwater Levels Near Wade Minor Subdivision

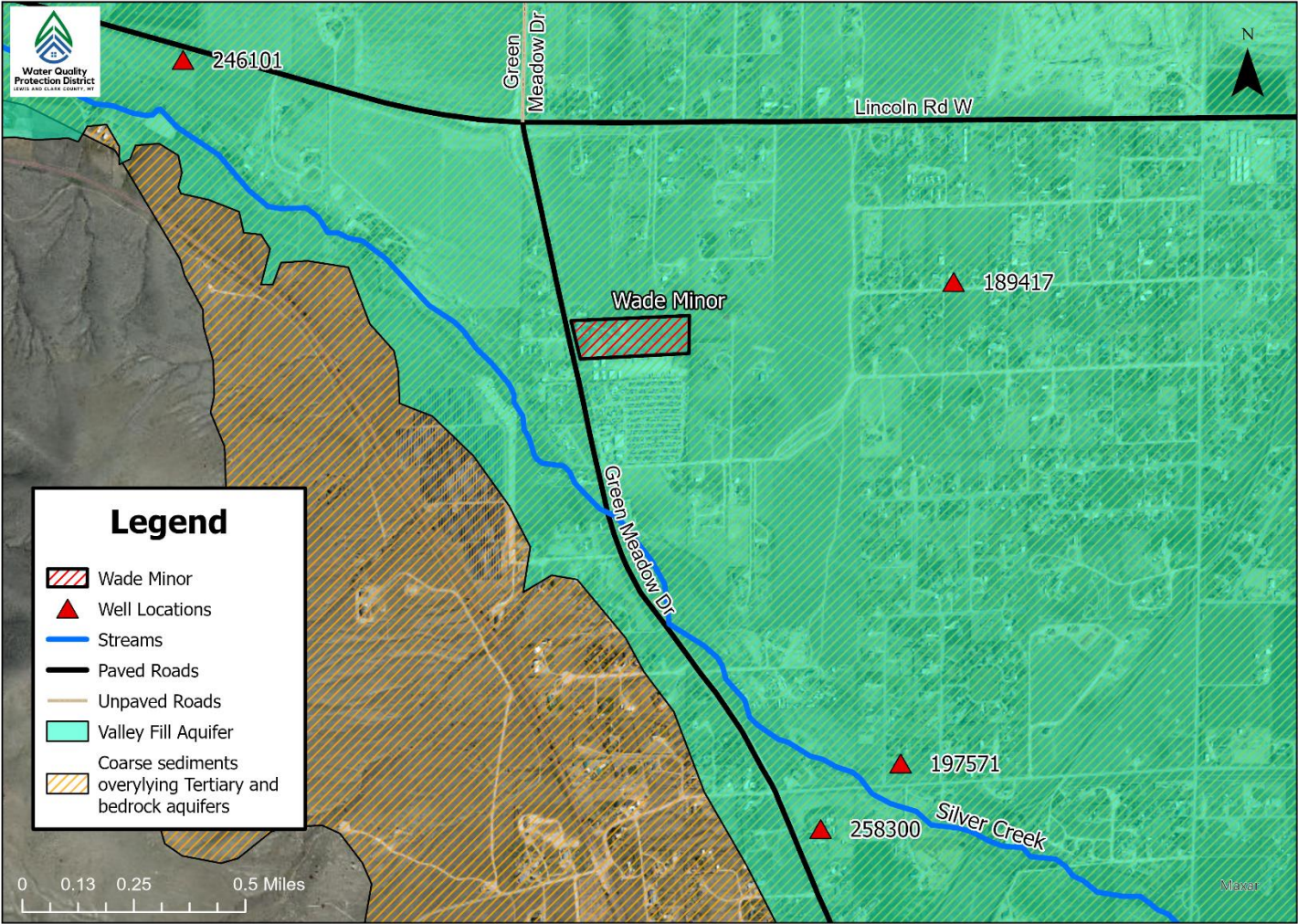
### **References**

Briar, David W. and Madison, James P. 1992. Hydrogeology of the Helena Valley-Fill Aquifer System, West-Central Montana. United States Geological Survey. Water-Resources Investigations Report 92-4023. Helena, Montana.

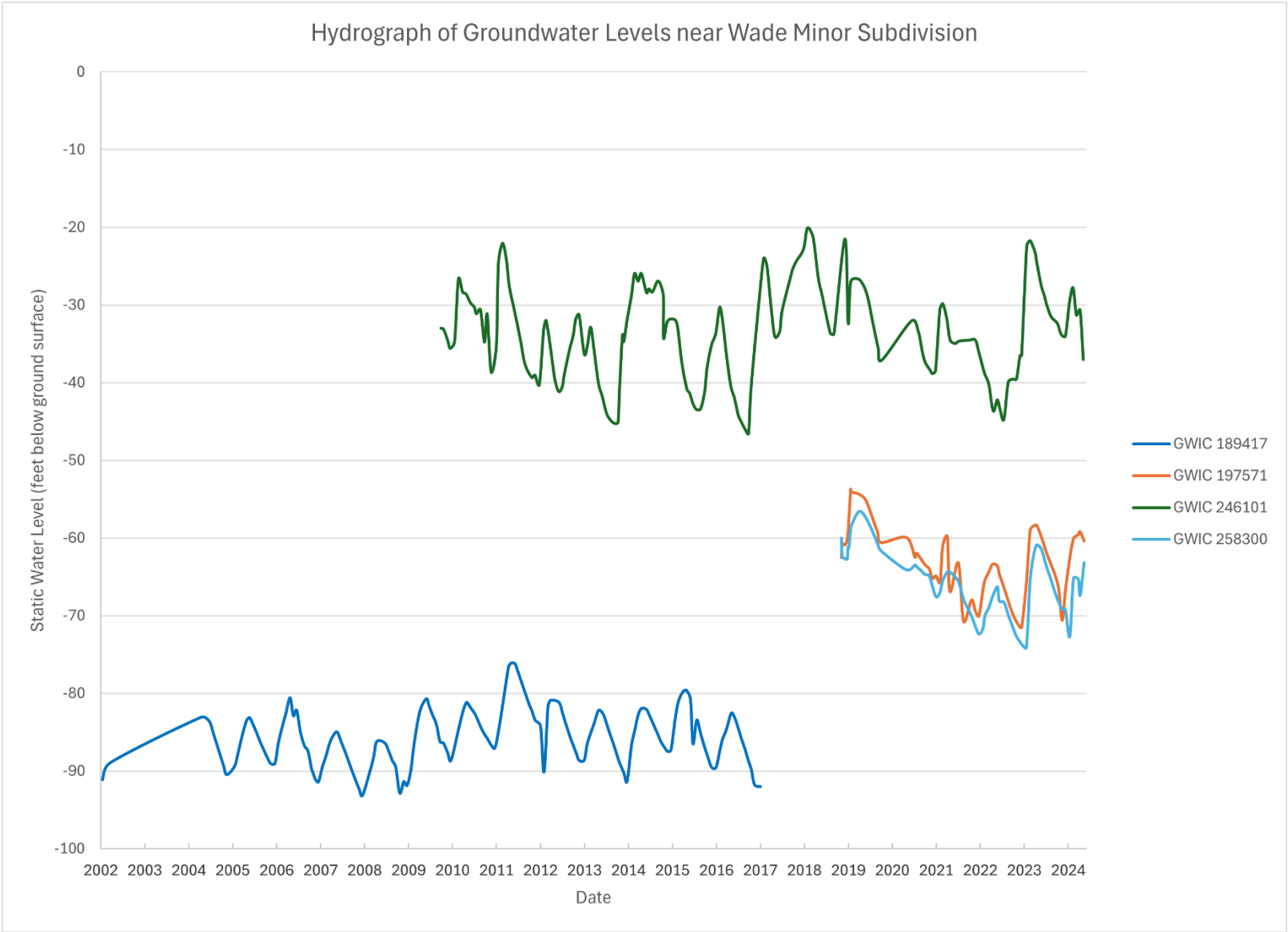


# Wade Minor Subdivision and Surrounding Wells

Map by Kegan McClanahan, Water Quality Protection District. November 26, 2024.



Attachment 2: Hydrograph of Groundwater Levels Near Wade Minor Subdivision



# Attendance Record for the Lewis & Clark County Water Quality Protection District FY 2025

	Jul	Aug	Sep	Oct	Dec	Jan	Feb	Mar	Apr	May	Jun
D. Hammer	O	X	X	X	OE						
P. Johnson	X	X	X	X	X						
E. Kerins	X	X	X	X	OE						
R. Leland	X	O	X	O	X						
J. Ryan	X	X	X	X	X						
J. Staldine	O	O	---	----							
C. Payne	X	X	OE	X	OE						
B. MacLaurin	O	X	X	X	X						
A. Johnson					X						

## Legend:

- X = Present
- Xp = By phone
- = Not a member of the board at that time.
- \* = No meeting held
- O = Absent
- OE = Absent/Excused
- T = Tour





# Lewis and Clark County Water Quality Protection District

---

316 N. Park. Rm. 230  
P.O. Box 1723  
Helena, MT 59624  
Ph: 406.457.8584  
Fax: 406.447.8398

**Commissioner Candace Payne**  
316 N. Park Helena, MT 59623  
(406)447-8301 (W)  
Email: [cpayne@lccountymt.gov](mailto:cpayne@lccountymt.gov)

## **Vacant**

**Jeff Ryan**  
6425 Jasper Road Helena, MT 59602  
(406) 202-4003(C)  
Email: [jeff@rfryan.com](mailto:jeff@rfryan.com)

**Ryan Leland**  
316 N. Park Helena, MT 59623  
(406)447-8433 (406)431-5689 (C)  
Email: [rleland@helenamt.gov](mailto:rleland@helenamt.gov)

**Diana Hammer**  
30 South Harrison Helena, MT 59601  
(406)461-4148 (C)  
Email: [diana.hammer.hcc@gmail.com](mailto:diana.hammer.hcc@gmail.com)

**Brie MacLaurin**  
710 N. Davis St. Helena, MT 59602  
(406)461-0784  
Email: [briemacLaurin@gmail.com](mailto:briemacLaurin@gmail.com)

**Edward Kerins, Vice Chair**  
920 Peosta Ave. Helena, MT 59601  
(406)594-1040 (H)  
Email: [kerins@mt.net](mailto:kerins@mt.net)

**Patrick Johnson, Chair**  
1271 Sawbuck Place Helena, MT 59602  
(406)465-3428 (C)  
Email: [pnjhnsn@gmail.com](mailto:pnjhnsn@gmail.com)

**Adel Johnson**  
647 N Rodney Street, Helena MT 59602  
406-431-4579  
Email: [Adel.Johnson@gmail.com](mailto:Adel.Johnson@gmail.com)

Representing the Board of County  
Commissioners

Representing the East Helena City Council

Representing the L & C Conservation District

Representing the Helena City Commission

Representing the Helena Citizen's Council

Representing the Board of Health

Term ends 06/30/25 – General Public 1<sup>st</sup> Term

Term ends 06/30/27 – General Public 2<sup>nd</sup> Term

Term ends 06/30/26 – General Public 1<sup>st</sup> Term



# Lewis and Clark County Water Quality Protection District

---

1930 Ninth Ave  
P.O. Box 1723  
Helena, MT 59601  
Ph: 406.457.8584  
Fax: 406.457.8990

## **MEETING DATES FOR FISCAL YEAR 2025**

January 28, 2025

February 25, 2025

March 25, 2025

April 22, 2025

May 27, 2025

June 24, 2025

All board meetings are held in room 72 of the Murray Building- Lewis and Clark Public Health, 1930 Ninth Ave, Helena, Montana and via Zoom at 4:00 p.m. The meetings are generally completed by 5:30 p.m. The public is always welcome to join and meeting.