



**COOKE CITY, PARK COUNTY WATER DISTRICT**  
**Monthly Board Meeting Minutes**  
**April 26, 2012**  
**6:30 pm**

Location: Antler's Lodge (moved from Visitor Center)

Board Members in Attendance: Rick Sommers, Matt Asplund and Kay Whittle

Public Attendance:

**Minutes taken by Kay Whittle.**

Meeting was called to order by Rick Sommers.

Bills submitted for payment:

Chk #2229	MT Unemployment Division - \$7.42 - 3 <sup>rd</sup> Qtr SUTA
Chk #2230	US Treasury - \$219.46 - 3 <sup>rd</sup> Qtr 941 taxes
Chk #2231	Marilyn Hartley - \$451.44 - April Salary + postage reimbursement
Chk #2232	USPS/Postmaster - \$48.40 - Certified postage for 941 + 1 roll stamps
Chk #2233	Asplund Enterprises - \$10,752.00 - Attempt to thaw main in Skunk Hollow - 9024.00 3 months operator duties - 1315.00 Hydrant repair - 413.00
Chk #2234	Bridger Analytical Labs - \$56.00 - 2 Sample testings
Chk #2235	CenturyLink - \$41.23 - April phone

Bills were discussed and approved for payment. Motion made by Kay and seconded by Rick.

Updated discussion on Lucas and Water Operator Position; Marilyn says she has everything she needs from Lucas, except a copy of his driver's license. Lucas is out of town for a few days, so Kay sent Lucas an email requesting he provide that for Marilyn. Matt officially will not be performing the standard monthly duties of the operator beginning May 1, 2012, and will get with Lucas and Rick to go over them.

Deb Myers was officially voted in as Board Chair for 2012.

Marilyn reported the Resort Tax Contract has been signed by Park County Commission and she has put in a claim for the funds. She expects to receive a check for \$20,000 by the end of the week.

Marilyn had nothing new to report on the RVS Training, but is still working on getting something set up.

Marilyn reported that she needs to respond to the Department of Administration regarding what they consider an audit finding related to us not doing an MD&A (Management Discussion & Analysis). This is evidently a document that Rosie talked about when she completed the audit. She needs to tell them how we plan to handle it in the future. The Board agreed to table this until next meeting so we can get some additional information from Marilyn.

Bank Signatory Cards: The Board voted to have Ken removed from the bank signatory cards and have Deb Myers added.

Skunk Hollow and Broadway repairs update; Matt has talked to Jason Hahn and asked him if he could engineer the plans for the repair at Skunk Hollow and Broadway. Jason said he would be willing to look at them, but needed the plans for the system. Matt will deliver a copy of our system plans to Jason on April 27<sup>th</sup>.

Matt reported the fire hydrant on Eaton & Broadway was never charged, valve never turned on by Contractor. Matt says hydrant is now ready to go and now all fire hydrants are ready to go.

Matt also reported that he had been checking on well house regularly, has been running generator as recommended and cleared a fallen tree near well house.

Fire hydrant located at 365 US Highway 212 was snapped off by snow plowing contractor (Bearclaw Construction). Matt submitted a bill for repairs totaling \$413.00 which was approved for payment by the board. The Board will instruct Marilyn to send a bill directly to Bearclaw Construction for reimbursement.

Kay stated that her water bill was paid in advance and each month had been getting a bill showing a credit. The Board agreed that bills should only be mailed out if the user owes monies, not if there is a credit.

The meeting was adjourned.

Respectfully Submitted,

Marilyn Hartley  
District Clerk

BOARD APPROVAL:

\_\_\_\_\_  
*(Signatures on file)*  
\_\_\_\_\_

Date \_\_\_\_\_