



COOKE CITY, PARK COUNTY WATER DISTRICT
Monthly Board Meeting Minutes
January 17, 2013
6:30 pm

Location: Antlers Lodge

Board Members in Attendance: Rick Sommers, Kay Whittle, Troy Wilson
Lucas Jack, Water Operator

Public Attendance: None

Minutes taken by Kay Whittle.

Rick Sommers called the meeting to order at 6:30pm.

December minutes were reviewed and signed by the board. During this time, the current A/R Aging report was reviewed as well as a year-to-date Budget vs Actual report. Everything looks to be in good order.

The board reviewed and signed the January requests for bill payment. The bills Marilyn submitted for payment were all approved as follows:

- Chk #2301 Bridger Analytical labs - \$28.00 – Sample testing
- Chk #2302 CenturyLink - \$41.86 – Dec phone bill
- Chk #2303 Flathead Electric - \$1026.90– Dec power bill
- Chk #2304 Flug Services – Nov to Jan water samples
- Chk #2305 Lucas Jack - \$415.57 – January Salary (less deductions)
- Chk #2306 Marilyn Hartley - \$555.17 – Jan salary (less deductions) + reimb for tax forms
- Chk #2307 Verizon Wireless - \$13.17 – Sept cell phone bill

Old Business:

Update and discussion on Skunk Hollow and Broadway

Neither Matt nor Parks Frady were present to provide an update on the closeout of the Broadway project or movement on the Skunk Hollow and Montana St projects.

Water Operator Update (Lucas)

Lucas reported that the meter readings are going well with the exception that a few of the new meters have stopped working. He hasn't had time to work on fixing the 5 meters that were discussed in December.

He has been checking the well house on a more frequent basis as some glitches have been occurring in the system between the vault and the well house. He has called Rob at Terrex repeatedly, but has received little help. He also called Callie McIntosh to try to find a new company to help us. At the same time, Lucas chatted with her about the Emergency Response plan. She is waiting on info from him and will then get it done and to the District asap.

Clerk Update:

Marilyn communicated to the board that the audit is complete and that an enclosed letter needs to be signed. Rosie at Holmes & Turner is quitting, eff. 4/30, so the district will have a new person for FY13 audit. She (Marilyn) is working on all of the year-end tax stuff and has completed the district's application for our annual allotment from the resort tax.

She provided the board with the requested information (including forms) for filing a small claim in Justice Court and can get the information on who the Park County Treasurer uses as a collection agency when/if needed. She has also been trying to contact Conor at Rural Development to request information on any programs that would be available to the District to help cover the cost of the Skunk Hollow and Montana St projects and will report back when she hears from him. Earlier, Conor had indicated that the District could use the funds in the Debt Reserve as grant match for projects. Currently, the balance in that account is approximately \$62,000 and there is about \$20,000 left in savings.

Communications:

Vicky Menuey has taken over payment of Robert Williams' water bill and will look into future possibilities.

Taylor-Leavitt needs a decision on insurance valuation. Currently, only the well house is covered and a decision needs to be on whether the rest of the above-ground assets should be covered at 16 cents per hundred. Troy Wilson made a motion to not cover the water tank and was seconded by Rick. Therefore, the District will continue to insure only the well house.

With no further business to discuss, Troy made a motion to adjourn the meeting and was seconded by Rick. The meeting was adjourned at 8:00 pm.

The next meeting will be on Thursday, February 21st @ 6:30pm at Antler Lodge.

Respectfully Submitted,

BOARD APPROVAL:

Marilyn Hartley
District Clerk

Signatures on file.

Date: _____