



COOKE CITY, PARK COUNTY WATER DISTRICT
Monthly Board Meeting Minutes
January 16th, 2014
6:30 pm

Location: Cooke City Community Center
Conference Room

Board Members in Attendance: Deb Myers, Rick Sommers, Troy Wilson
Lucas Jack, Operator

Public Attendance: None

Minutes taken by Troy Wilson.

Deb Myers called the meeting to order at 6:30pm

December minutes were read and Troy made a motion to approve them. Rick seconded and the minutes were unanimously approved and signed by the board. Marilyn sent a cash report showing a balance of \$174,934.70 as of December 31th. The A/R report showed that High Country Motel is still in arrears and Marilyn has indicated that they have been sent a shut-off letter with a deadline of January 30th. Lucas offered to talk with High Country regarding this issue.

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

December:

Chk #2407 Bridger Analytical Lab - \$56.00 – 2 Sample testings
Chk #2408 Flathead Electric - \$929.03 – Dec power bill
Chk #2409 Lucas Jack - \$415.57 – Jan Salary (less deductions)
Chk #2410 Marilyn Hartley - \$684.97 – Water & Fire Jan salary (less deductions)
Chk #2411 U S Treasury - \$823.48– 4th Qtr 941 taxes
Chk #2412 USDA/Forest Service - \$137.05 – Annual Use Permit
Chk #2413 Verizon Wireless - \$13.15 – Dec Cell phone
Chk #2414 USPS – \$ 144.11 - Certified postage & 3 rolls of stamps
Chk #2415 CenturyLink – \$42.40 – Dec phone bill
Chk #2416 Scope Strategies – \$12.49 – Jan website hosting

Old Business:

Marilyn sent copy of an email received from Dave Kautz in essence filing a complaint about his water still freezing up. Deb read the letter and a response was discussed. Deb will talk to Marilyn about a letter stating that the Board feels it is doing everything it can. There is a plan and the Board is working hard to satisfy those on that end of the system.

The Board reviewed and the split invoices they requested in December for Asplund Enterprises. Troy made a motion to approve and was seconded by Deb. Motion passed unanimously.

Water Operator Update (Lucas)

Lucas reported that the meters were read in December, but there are 20 meters that are not being read because they are inoperable. Parts to fix them are not readily available and he estimates that it will cost about \$1000 to install new meters. Lucas will talk with DEQ about grants to help replace them. Because of the cost, he should ask Marilyn to call for any parts he needs.

Clerk Update:

- 1) Marilyn reported that she is still working with the auditors to wrap things up and that she is busy preparing annual and quarterly reports.
- 2) She is trying to get editing access to our website from Scope Strategies so that she can add things to the website herself. The website host/contractor has indicated that they is ready, but need to find time to train her. The Board asked Lucas to contact Marilyn about the website as he has experience in that arena.

New Business:

Deb said the she is not getting copied on emails to the Board and needs to have her email address reviewed for accuracy.

Lucas presented a bill for \$12.12 for shipping samples. He will send it to Marilyn for reimbursement.

With no further business to discuss, Rick made a motion to adjourn the meeting at 7:25 pm. Deb seconded and the meeting was adjourned. The next meeting will be held February 13th at 6:30 at the Community Center.

Respectfully Submitted,

BOARD APPROVAL:

Marilyn Hartley
Clerk

(Signatures on File) District

Date: _____