



COOKE CITY, PARK COUNTY WATER DISTRICT
Monthly Board Meeting Minutes
July 21st, 2014
6:30 pm

Location: Cooke City Chamber Conference Room

Board Members in Attendance: Deb Myers, Rick Sommers, Matt Asplund, Troy Wilson, Kay Whittle
Lucas Jack, Operator

Public Attendance: Nick Clos, MRWS

Minutes taken by Lucas Jack

Confidentiality: Public

Members absent: None

Agenda:

- 1) Meeting called to order by Deb Myers at 6:35pm.
- 2) Reading of June minutes & approval. Matt Asplund made motion to accept them as presented. Rick Sommers 2nd. All in favor..
- 3) Cash report was reviewed.
- 4) A/R Report was reviewed with no issues.
- 5) Approved and signed July bill payments as follows:

Chk #2467 Flathead Electric - \$1821.02 – June Electric
Chk #2468 Marilyn Hartley - \$684.98 – Water & Fire July salary (less deductions)
Chk #2469 US Treasury - \$896.70 – 2014 2st Qtr payroll taxes
Chk #2470 Bridger Analytical Lab - \$28.00 – July Sample testing
Chk #2471 CenturyLink - \$42.42 – July phone
Chk #2472 Ferguson Enterprises - \$253.61 – Repair supplies for pump
Chk #2473 Lucas Jack - \$415.58 – July Salary less deductions
Chk #2474 Verizon Wireless - \$13.31 – July cell phone
Pd w/Credit MT Unemployment Division - \$13.65 – 4th Qtr SUTA

Old Business:

- 1) Board comments on website: Board members have yet to look at the new website. Lucas did comment that he needed to finish putting the old meeting minutes up. Also Lucas would get with Board members to show them how to forward there new e-mails to there current ones. Deb Myers requested to have Marilyn include the Website update in the agenda for the next meeting.
- 2) Edens backfill progress: Matt Asplund indicated that he completed this job.

3) Kautz Issues progress: Kautz project was put on the back burner until Joh Burbach was completed.

Operator Update: (Lucas)

Water vault conditions/issues update: The issue inside the vault continues. We should expect to see energy cost go up until the issue is resolved. Lucas is looking into how to fix this issue to make sure that it doesn't occur again. He is waiting to hear back from Rob Balderson with Terrex industries.

Firefly relocations update: Nothing has been relocated at this time.

3) Software update: Nick Clos from MRWS recommended that the Board get a quote for Black Mountain software to compare to RVS cost. He also suggested that Lucas chat with Ron Shorter in Gardiner. He is using Black Mountain and would be a good person to use as a reference to see how it works.

4) Roof repair on well house progress: Lucas hasn't had time to deal with it yet this summer.

Clerk Update: (Marilyn)

1) CCR due: Board was curious if Marilyn needed assistance.

2) EOY Closing: Marilyn indicated in her notes that she is currently making the necessary entries to close the fiscal year to prepare the District's books for audit.

3) Tax revenue status: The bulk of the 2013 tax revenue was requested from the county and received since the last meeting.

4) FY15 Budget Preparation: Marilyn is working on the FY15 budget for presentation at the August meeting.

New Business:

1) Discuss/Decide on capital budget items (repairs, etc): Discussion on capital budget items for the next year was blended into the main discussion on new business. Planned Repairs for 2015 are Skunk Hollow, getting Mike Holland's house on the west side of town across the highway connected and a permanent fix for Skunk Hollow. An auto bleeder was suggested by Nick Vos to keep future repair costs to Skunk Hollow and would make it so that looping the system wouldn't be necessary. Lucas was asked to bring more information at the next meeting.

2) Other Issues: Nick Clos went through a few items that we have been struggling with. He says that we can charge from meter readings as soon as we are to have a budget of operations, etc. This is all broken down in a water rate structure sheet that he supplied. We will be able to bill from meter readings as soon as we have this filled out. This will allow us to figure out our operational costs as well as the amount of water roughly used per year. With the 80 meters that have been read consistently, we can determine a base rate to charge by. Because not all meters could be read year-round, we would be able charge based on average usage for the months that the meter cannot be read, then adjust it when it can be read again. Troy motioned to begin the process to start figuring out the water rate so we will be able to switch to billing based on actual usage. Tasks are as follows: Lucas - will figure all the averages of the 80 meters that have been read. Marilyn - will go through the water rate structure sheet and compile all information that she can with the help of Lucas, and by calling Nick if needed. Matt seconded the motion. Motion passed unanimously.

4) Next meeting: August 21st at the Community Center @ 6:30pm

The meeting was adjourned by Deb Myers at 7:40pm

Respectfully Submitted,

Marilyn Hartley
District Clerk

BOARD APPROVAL:

Signatures on File

Date: _____