



COOKE CITY, PARK COUNTY WATER DISTRICT
Monthly Board Meeting Minutes
February 16th, 2017
6:00 pm

Location: Cooke City Community Center Meeting Room

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

Members absent: Kay Whittle, Brandon

Public Attendance: Scott Aspenlieder & Craig Dalton (from Performance Engineering),
Donna Rowland, Mike Holland

Chair, Deb Purvis, called the meeting to order at 6:00pm.

The minutes from the January meeting were reviewed. Deb requested corrections to the date, her last name, wording on the request from Great West request, and that it was Lucas who presented the spreadsheet for the well. Troy made motion to accept the minutes with the corrections and was seconded by Rick. All were in agreement and motion carried.

The Cash report as of 1/31/17 was reviewed and showed a total cash balance of \$131,789.63 of which all but \$4842.74 is held in mandatory reserve accounts, plus an additional \$10,879.08 in tax funds available from the Park County Treasurer. Deb informed the rest of the Board that the Short-Lived assets are available for replacing equipment that wears out and that it only takes Board approval.

The January Profit & Loss report was reviewed. Rick expressed concern that the District seems to be going down the hole financially.

The A/R Report from January 31st was reviewed with no issues.

Following review of invoices presented, Rick made a motion to approve all of them and was seconded by Troy. Deb concurred and Board members signed bill payments for February as follows:

Chk #2750 CenturyLink - \$52.18 – January Phone
Chk #2751 Flathead Electric - \$961.22 – January Electric
Chk #2752 Hartland LLC (Marilyn) - \$700.00 – February Accounting Services
Chk #2753 USPS - \$112.00 – Annual P.O. Box rental
Chk #2754 Verizon Wireless - \$13.62 – January Cell Phone
Chk #2755 Bridger Analytical Lab - \$1624.00 – Dec & Jan sample testing + add'l periodic testing
Chk #2756 Cooke City Exxon - \$240.00 – Equipment rental for snow plowing
Chk #2757 Lucas Jack - \$542.56 – February Salary + Dec extra hrs (less deductions)
Chk #2758 Matovich, Keller & Murphy, PC - \$1380.00 – Dec & Jan Legal Services
Chk #2759 Performance Engineering - \$2262.50 – Dec Engineering Services

Old Business:

Deb reported on that the only item related to legal activity last month was a request from Rick Stryker to contact everyone previously associated with District activity to make sure that all available documents have been located. She has already contacted former officers Gary Brown, Patty Smith, Nancy Klug, and Lisa Ohlinger. Patty came up with notes to some minutes that could be important, but not the corresponding minutes. Rick asked if she has checked with Ken Hufford who was always good about keeping things. Deb indicated that she hadn't, but will. The subject of how to house

the District's 6+ boxes of documents that Marilyn has in her garage was raised. Troy offered space at the fire station for a couple of file cabinets and a shelf or two. Troy will price cabinets in Billings and made a motion that he be able to spend up to \$200 to go ahead and make a purchase and was seconded by Rick. Deb concurred and motion passed. It was decided to have Marilyn purchased whatever file folders she deems necessary and organize everything as she goes through the boxes again.

Engineer Scott Aspenlieder reported that they are at a point where there isn't much more to do as far as work on the system is concerned. Canyon Electric is coming next week to do the required wiring and Tiger Drilling has the new, larger pump ready to go. The estimated total cost will be \$12,700 to upgrade from a 20 hp to 30 hp pump.

In conjunction with the repairs is the question of what to ask from the resort tax funds. Scott has indicated that there is a \$15,000 DNRC grant that the District could easily get to start the research phase of a sewer system for Cooke City, but a match is required. If \$20,000 in resort taxes could be acquired, there are also TSEP funds available to provide the balance of the \$35,000 required match on the \$50,000 total grant. He also stated that the Water District is in the best position to sponsor the beginning stages of a sewer project without endorsing it either way. Scott proceeded to present the sequence of how to proceed if the grant is acquired. First is community input. Then, they would look at the alternatives, take recommendations and vet the data to provide real numbers. Finally, they would determine how a sewer system could be funded and, then, go out for community approval. If the District sponsors the preliminary activities, it keeps everything under local control. Troy made a motion to request \$20,000 from the resort tax funds to provide the grant match for the sewer planning grant. Rick seconded and motion passed unanimously.

Deb reminded that they had determined to also ask for \$10,000 in resort tax funds to replace the District's meters. Lucas reported that the District currently has 98 meters to read. Marilyn will prepare the application and submit to the commissioners.

Deb reported that she has received a letter of resignation from Brandon Richardson. Mike Holland indicated that he would be willing to consider filling the vacant seat. It will need to be put on the March meeting agenda for an official vote.

Conversation turned to updating the District's bylaws. Troy indicated that he thinks the District needs extra content like the Gardiner Water & Sewer District. Deb wants to include language relating to email meetings, how often to have an audit and the timing on appointing board officers. She asked that Board members review the Gardiner bylaws and make notations for discussion and creation of the first draft for the District.

Operator Update:

Lucas didn't have anything to report this month. Deb asked about the vault leak he reported last month. He said that it had stopped and that they don't know why it does it each year, but stops on its own. Timing on the meter replacement was discussed. It was decided that Lucas call Zenner to get on the schedule for June.

Clerk Update:

Marilyn reported that she is catching up on RD reports and the Annual Financial Report to the state . . . in essence, the usual stuff.

New Business:

The concept of raising water rates was discussed. Nick Clos from Rural Water Systems is available to help with this. It will take 3 public meetings before it can be done. The district is at least a 1 ½ years out on being able to bill based on actual water usage.

With no further business to attend to, Rick made a motion to adjourn and was seconded by Troy+. Deb then adjourned the meeting at 7:30 pm.

The next meeting will be scheduled for March 16th @ 6:00pm at the Fire House.

Respectfully Submitted,

Marilyn Hartley
District Clerk

BOARD APPROVAL:

Signatures on File

Date: _____