



COOKE CITY, PARK COUNTY WATER DISTRICT
Monthly Board Meeting Minutes
February 15th, 2018
6:00 pm

Location: Cooke City Fire Station Meeting Room

Board Members in Attendance: Deb Purvis, Kay Whittle, Troy Wilson, Rick Sommers
Rob Vance, Operator

Members absent: Vacant Seat, Marilyn Hartley, Clerk

Public Attendance: Bill Whittle, Bob Smith, Victor Sandonato, Donna Rowland, Lisa Ohlinger

Troy Wilson called the meeting to order at 6:08pm in Deb's absence. She arrived after the fact.

The minutes from the January meeting minutes were reviewed with no additions or corrections noted. Kay made a motion to approve the minutes as presented and was seconded by Troy. Motion passed unanimously.

The Cash report as of 1/31/18 was reviewed and showed a total cash balance of \$115,300.51 of which all but \$8,553.35 is held in mandatory reserve accounts. There is also \$12,367.47 in tax revenue being held by the Park County Treasurer.

The January Profit & Loss report was reviewed. It was noted that the District's significant loss in January was mostly due to the big loan payment that is paid twice a year.

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

Review of February invoices were reviewed for payment. There were no issues with them, so Board members signed bill payments as follows:

Chk #2874 Bridger Analytical Lab – \$52.00 – Dec & Jan sample testing
Chk #2875 CenturyLink – \$52.83 – Jan & Feb Phone
Chk #2876 Cooke City Exxon - \$12.75 – Phone card for well house & repair part
Chk #2877 Flathead Electric - \$599.20 – January Electric
Chk #2878 Hartland LLC (Marilyn) - \$700.00 – February Accounting Services
Chk #2879 Performance Engineering - \$2994.94 – January Engineering & Grant services
Chk #2880 Rob Vance - \$415.58 – January Salary (less deductions)
Chk #2881 Robert Smith - \$275.00 – Dec & Jan plowing @ well house
Chk #2882 USPS - \$120.00 – Annual P.O. Box rental
Chk #2883 Verizon Wireless - \$16.53 – January cell phone

Old Business:

PER Update – Deb reported that the main focus of the PER Committee has been on community education. Donna Rowland informed them of a grant that may be available specifically for that and Deb handed out the first draft of some materials they are planning to use which were developed by Rick at Performance Engineering.

Deb also reported that the meeting that was planned for March has been postponed until May.

Legal Activity – A letter to Deb from the District’s lawyer indicates that Great West has agreed to mediation, but their lawyers don’t think they can be ready by the end of March as requested.

Board Vacancy – It was decided to let the vacancy slide in favor of the up-coming election in May.

2017 Resort Tax Extensions – Deb reported that the Commissioners have granted the two extensions requested. The allocation for meters has been extended to March 31st and the PER grant match to June 30th.

Permit Perfection – Deb has been informed that the District’s application for a 2-yr extension has been granted by the DEQ.

EDU Rate calculation – After receiving additional information from Marilyn, Deb presented new figures for consideration in increasing EDU rates. One reduces the amount needed by the resort tax and real estate tax revenue bringing the rate from the current \$32.17 to \$38.46. When not including those 2 revenue sources, the new rate would be \$46.47 per EDU. She also suggested that an additional \$1.40 could be added for reserve augmentation. Rick suggested contacting Nick Clos at Rural Water Systems for assistance which would create an outside opinion if questions are raised. Deb agreed indicated that she would call Nick.

Skunk Hollow issues – There are 2 options for Skunk Hollow: 1) dig the lines deeper, or 2) insulate the existing lines on 3 sides and get rid of the bleeder. The latter would cost approximately \$14,500 and keep the older, more fragile lines in place. The first option would require replacement of the older pipes. The issue was tabled to be included in the resort tax discussion later in the meeting.

Pumps 1 & 3 issues – Rick @ PE is still working on sizing the pumps. The requested tests have proved to be inconclusive.

Leak letter revisions – Troy and Deb worked on the original draft of the leak letter to make it more friendly. Deb emailed copy to the other Board members for consideration. The 9 leaks discovered have now become 11. Troy made the motion to approve the new version of the leak letter and was seconded by Rick. Motion passed unanimously.

Operator Update:

Auto-dialer issues – Rob reported that the auto-dialer is now hooked up and he is working with the manufacturer to reprogram it.

Vault Valves & Flooding – There is nothing that can be done until the spring thaw, but Rob is checking it at least once a week.

Meter replacements – Rick stated that he is not having any success in dealing with Zenner. Rob offered to get involved.

Well house generator & pump functions – John Hahn is testing the electronics associated with this. Rick at PE has suggested that the motor on the pump that has frozen be replaced under warranty.

Clerk update:

Credit Cards – Marilyn reported that she is working on getting Rob his own credit card and cancelling Lucas’s.

Election Update – There will be an election in May with 3 candidates running for 2 seats. Due to state rules for running for 2 boards simultaneously, Kay will not seek re-election to her seat. Bill Whittle, Bob Smith and Brian Boyle will seek to fill her seat along with the seat left vacant several months ago.

New Business:

Remote Access to meetings – Deb reported that there has been a complaint about not having access for the public to remotely attend live meetings. Montana’s open meeting laws indicate that the District should provide that access. She stated that there are 2 options: 1) move meetings back to the Chamber’s meeting room, or 2) get conference calling on the fire house phone. Katie from MSU Extension has indicated that she can arrange the latter for free. It was also suggested that since there are more people attending the meetings, a public comment period be set aside for that purpose. No decisions were made.

Water tank freezing – This item was tabled to the resort tax discussion.

Contracting services – Deb brought up the concept of offering contractor services to those who need repairs to their lines. Troy objected stating that the District has enough to deal with. It was also noted that appropriate equipment would need to be purchased. No motion was made and the concept died due to lack of interest.

Resort tax requests – Deb worked with the engineer to produce a list of needed items for the District. There were 11 items which the Board discussed at length. The engineer was called to expound on few of them and, in the end, it was decided to request for all of the items and let the Commissioners decide which were to be appropriated for. Troy stated that all are necessary and made the motion. He was seconded by Rick. All were in favor so motion passed.

Next meeting – The next regularly scheduled meeting will be on March 15th at the usual time.

With no further business to attend to, Rick made the motion to adjourn and was seconded by Kay. Deb then adjourned the meeting at approximately 8:00 pm.

Respectfully Submitted,

Marilyn Hartley
District Clerk

BOARD APPROVAL: (SIGNATURES ON FILE)

Deb Purvis, President

Kay Whittle, Vice President

Rick Sommers, Board Member

Troy Wilson, Board Member

Vacancy, Board Member

Date: _____