



COOKE CITY, PARK COUNTY WATER DISTRICT
Monthly Board Meeting Minutes
May 17th, 2018
6:00 pm

Location: Cooke City Fire Station Meeting Room

Board Members in Attendance: Deb Purvis, Kay Whittle, Troy Wilson
Marilyn Hartley, Clerk

Members absent: Rick Sommers & Rob Vance, Operator

Public Attendance: Rick Stryker (Performance Engineering), Brian Boyle, Lisa Ohlinger, Donna Rowland,
Victor Sandonato & Katie Weaver (MSU Extension)

Deb Purvis called the meeting to order at 6:04pm.

The minutes from the March & April meeting 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 4/30/18 was reviewed and showed a total cash balance of \$134,221.38 of which all but \$27,455.17 is held in mandatory reserve accounts. There is also \$3476.01 in tax payments being held by the Park County Treasurer.

The April Profit & Loss report was reviewed. It was noted that the District came out ahead and Marilyn pointed out that it was because she had claimed the annual \$20,000 from resort tax.

The A/R Report from April 30th was reviewed with no significant issues and many customers are actually paying ahead.

Review of April & May invoices were reviewed for payment. There is an issue with the Dykman invoice for labor and Rick Stryker will research before payment is made. Troy made the motion to approve the rest of them and was seconded by Jay. Board members then signed bill payments as follows:

April:

- Chk #2895 Bridger Analytical Lab – \$84.00 – April + Special sample testing
- Chk #2896 CenturyLink – \$52.95 – April Well house Phone
- Chk #2897 Flathead Electric - \$477.70 – March Electric
- Chk #2898 Hartland LLC (Marilyn) - \$700.00 – April Accounting Services
- Chk #2899 Park County Treasurer - \$5500.00 – 2018 Loan payment
- Chk #2900 Performance Engineering - \$2346.28 – March Engineering & Grant services)
- Chk #2901 Rob Vance - \$415.58 – April Salary (less deductions)
- Chk #2902 Unemployment Insurance Division - \$3.38 – 3rd Qtr SUTA tax
- Chk #2903 Internal Revenue Service - \$206.55 – (2018) 1st Qtr payroll taxes
- Chk #2904 Yellowstone Electric - \$3185.81 – VFDs for well pumps
- Chk #2905 Verizon Wireless – \$13.28 – March Cell phone

May:

- Chk #2906 American Bank Card Services – \$213.49 – Supplies + fees
- Chk #2907 CenturyLink – \$45.95 – May Well house Phone
- Chk #2908 Flathead Electric - \$438.90 – April Electric
- Chk #2909 Hartland LLC (Marilyn) - \$700.00 – May Accounting Services
- Chk #2910 MT Rural Water Systems - \$150.00 – Annual Membership fee

Chk #2911 Performance Engineering - \$4925.00 – April Engineering & Grant services)
Chk #2912 Red Tiger Drilling - \$1981.70 – Replace well pump motors
Chk #2913 Rob Vance - \$415.58 – May Salary (less deductions)
Chk #2914 Verizon Wireless – \$13.55 – April Cell phone

Old Business:

5th Board Member – Brian Boyle was duly elected in the recent election, but the other 2 candidates were tied for the second seat. According to Park County Clerk & Recorder, there will be a recount and, if the tie holds up, the Board will appoint from the 2 candidates as though there is a vacancy. Administration of the oath of office will have to be postponed until the recount and certification of the election is held which is set for the following Tuesday.

PER Committee Update – The community information meeting will be held tomorrow at Soda Butte Lodge with representatives from both our state and federal governments. She also reported that the grant for septic system locate from Park County Community Foundation was approved for the amount of \$2000.

Legal Activity – The lawsuit has gone into mediation scheduled for July 12th.

Ordering Add'l meters – The District was unable to purchase extra meters with the left over resort tax funds from 2016, so the money will need to be let go back into the resort tax for next year.

EDU Rate calculation – The Board reviewed an updated spreadsheet from Marilyn. Discussion included the concept of whether to make an increase now with the 12 months of meter readings soon complete. Rick Stryker explained the difference between items to include in a base rate versus variable costs to be added on. The general consensus was to wait to make an increase after meter readings are complete, but no motion was made.

Tank repair– Board members spent time discussing the concept and cost of the proposed mixer for the water tank. Troy suggested that questions be asked regarding solar performance at the site, as well as warranty and references from the company. The cost of the mixer would be \$32,985 and is of concern to the Board.

Operator Update: (Rob absent)

No report available.

Clerk update:

Credit Cards – Marilyn provided a form for Rick Sommers to sign giving her administrative access to the account so she can order a new credit card for Rob and terminate Lucas's old one.

Website Update – Marilyn informed the Board that she met with Lucas before the meeting to learn how to add items to the website. She will begin doing so as her time allows.

Resort Tax Allocations – Marilyn reported on the reimbursements from resort tax allocations that she has already requested and received from Park County.

Hartland Contract – Marilyn gave the board a reminder that her 2 yr contract with the District is up as of June 30th and she would like to revisit it to include postage and other supplies so that she doesn't have to track them individually. She will bring a revised version for discussion to the June meeting.

New Business:

None.

Next meeting – The June meeting will be held as usual on the 3rd Thursday (June 21st).

With no further business to attend to, Kay made the motion to adjourn and was seconded by Troy. Deb then adjourned the meeting at 7:15 pm.

Respectfully Submitted,

Marilyn Hartley
District Clerk

BOARD APPROVAL:

Deb Purvis, President

Kay Whittle, Vice President

Rick Sommers, Board Member

Troy Wilson, Board Member

Vacancy, Board Member

Date: _____