



COOKE CITY, PARK COUNTY WATER DISTRICT
Monthly Board Meeting Minutes
July 19th, 2018
6:00 pm

Location: Cooke City Fire Station Meeting Room

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

Members absent: Marilyn Hartley, Clerk

Public Attendance: Kay Whittle, Harim Patel, Victor Sandonato, Lance Coppock & Donna Rowland

Deb Purvis called the meeting to order at 6:11pm and moved the public comment section to the beginning of the agenda. She explained the purpose of public comment and that the Board will be offering 2 opportunities for such; at the very beginning and then at the end of each meeting. Deb then opened the floor for public comment and received none.

The minutes from the June meeting were reviewed with Rick noting an error stating that he was filling tanks when he was not. Noting the correction, Troy made a motion to approve the June minutes as presented and was seconded by Rick. Motion passed unanimously.

The Cash report as of 6/30/18 was reviewed and showed a total cash balance of \$133,426.49 of which all but \$26,636.86 is held in mandatory reserve accounts. There is also \$12,765.72 in tax payments being held by the Park County Treasurer. Troy presented another check from a construction company for whom he filled a water tank again.

The June Profit & Loss report was reviewed showing a net loss of \$2402.60 for the month.

The A/R Report from June 30th was reviewed showing no customers in immediate trouble.

July invoices were reviewed for payment. Troy made the motion to approve all of them and was seconded by Rick. Board members then signed bill payments as follows:

Chk #2926 American Bank Card Services – \$133.22 – Supplies + sample mailing
Chk #2927 Bridger Analytical Lab – \$28.00 – June sample testing
Chk #2928 Flathead Electric - \$564.26 – June Electric
Chk #2929 Hartland LLC (Marilyn) - \$684.50 – June Accounting Services (less remaining postage)
Chk #2930 MACo Casual & Property - \$2577.00 – FY19 Property Insurance
Chk #2931 MT DNRC - \$200.00 – Permit Extension Application fee
Chk #2932 Performance Engineering - \$1687.50 – June Engineering & Grant services
Chk #2933 Unemployment Insurance Division - \$3.38 – 4th Qtr SUTA tax
Chk #2934 US Treasury/IRS - \$206.55 – 4th Qtr payroll taxes
Chk #2935 USDA Forest Service – \$125.00 - Special Use Amendment fee
Chk #2936 VOIDED (Misprint)
Chk #2937 Verizon Wireless – \$13.26 – June cell phone
Chk #2938 Rob Vance - \$415.58 – July Salary (less deductions)

Old Business: .

PER Committee Update – Nothing new except that a meeting has been set for August 16th to discuss the

process for establishing a sewer district. Katie Weaver from the County Extension office and Kristen Galbraith from Nittany Grantworks will facilitate the discussion.

Election of officers – Due to Kay Whittle stepping down from the Board, a new vice-chair needs to be appointed. Deb asked for volunteers or nominations. Rick nominated Troy and he accepted. The vote was unanimous to appoint Troy and keep Deb in her current roll as Chair.

Engineering Update – Rick @ PE is waiting on permits for the mixer and dealing with requirements from the Forest Service for the solar panels. He now needs to meet with DEQ.

Legal Update – Mediation for the lawsuit took place on July 12th. All Board members except Brian attended. The process took about 9 hours and in the end, the District settled for \$110,000 of which about \$40,000 will go to the law firm and the engineer for technical advice. Cooke City Water will receive about \$70,000. It was duly noted that the attorney took \$10,000 off of her bill.

Update on Permit perfection – Deb reported that she and Marilyn completed the application to file for an extension to provide the necessary information.

EDU Rate calculation – Deb contacted Nick Clos @ Rural Water Systems. He provided the same spreadsheet as before with additional information. He informed Deb that, across the state, a percentage is applied to the base rate according to the size of the service for commercial users. The calculation he provided is as follows: $\frac{3}{4}$ " = 1.0%, 1" = 1.79%, 1 $\frac{1}{2}$ " = 4.0% and 2" = 7.14%. Nick reminded that the meter and service sizes need to match. Rick expressed concern about fully understanding the numbers before setting a base rate. Deb suggested that she and Troy meet to work on putting together a simpler breakdown of the numbers that Marilyn provided last month. Brian made a motion for that to happen and was seconded by Rick. Motion passed unanimously.

FY19 Budget – As there was not a copy of the proposed budget available, this discussion was tabled for next meeting.

Operator Update:

Status of Leaks – Rob is working on a large leak under the garage floor at the Rogers and installed a new meter at the Super 8 to resolve that issue.

Dykman Extra bill – Still working on communication with Dykman.

Breaker for Well #2 – Still waiting on the estimate(s) for the breaker.

Other issues – Rob is still working with Alpine on their issues. A reconciliation also needs to be made between the numbers at the well house and those in the software. Deb also noted that the fence at the tank site needs repair.

Clerk update:

Credit Cards – Marilyn sent word that Rob's card has been ordered and should arrive in the next week.

Website Update – Marilyn hasn't been able to spend time on the website due to unexpected demands on her time.

New Business:

Legal assistance for PER petition – Deb informed Board members that 10% of District property owners is needed on a petition to get the question put on the May ballot. The County Attorney won't assist with the official wording of the petition, so Deb asked if the Board wants to hire the Jones Law Firm to get it done properly. In the end, Troy made a motion that Emily Jones be retained to draw up the petition at an expense of no more than \$500. All were in favor so motion passed unanimously.

Other – Rick asked about mileage for driving to Billings for the mediation. Deb will inquire. She also remembered that Ms Jones suggested insurance on board members and will ask Marilyn to find information and/or a policy for that purpose. Rob stated that it was suggested that a padlock be put on the emergency shutoff and he will do so. Troy suggested that the hydrants be repainted . . . possibly by the fire company. He also informed that his neighbor is again requesting service and needs an application.

Public Comment – Victor wanted to know if the District planned to offset its resort tax funds with the settlement money and had questions about the need for commercial calculations. Deb will add the discussion to next meeting agenda.

Next meeting – The August meeting will be held as usual on Thursday, August 16th at the fire station.

With no further business to attend to, Troy made the motion to adjourn and was seconded by Brian. Deb then adjourned the meeting at 7:05 pm.

Respectfully Submitted,

Marilyn Hartley
District Clerk

BOARD APPROVAL: (SIGNATURES ON FILE)

Deb Purvis, Chair

Rick Sommers, Board Member

Troy Wilson, Board Member

Brian Boyle, Board Member

Bill Whittle, Board Member

Date: _____