



COOKE CITY, PARK COUNTY WATER DISTRICT
Monthly Board Meeting Minutes
August 16th, 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: Rick Stryker, Engineer Ken Hufford, Donna Rowland. Victor Sandonato & Kay Whittle

Deb Purvis called the meeting to order at 6:07pm, asked for public comment and received none.

The minutes from the July meeting were reviewed with no issues raised. Rick made a motion to approve the July minutes as presented and was seconded by Brian. Motion passed unanimously.

The Cash report as of 7/31/18 was reviewed and showed a total cash balance of \$128,028.46 of which all but \$21,238.83 is held in mandatory reserve accounts. There is also \$706.05 in tax payments being held by the Park County Treasurer.

The June Profit & Loss report was reviewed showing a net loss of \$18,117.32 for the month which Deb explained was mostly due to the large \$10k plus bi-annual loan payment that is due in January and July.

The A/R Report from July 31st was reviewed showing no customers in significant arrears.

August invoices were reviewed for payment. After receiving clarification from Emily Jones a little later in the meeting for Rick regarding the invoice for Jones Law Firm, Troy made the motion to approve all of them and was seconded by Bill. Board members then signed bill payments as follows:

- Chk #2939 American Bank Card Services – \$37.69 – Supplies + sample mailing
- Chk #2940 Bridger Analytical Lab – \$28.00 – July sample testing
- Chk #2941 CenturyLink - \$100.07 – July & Aug phone @ well house
- Chk #2942 Flathead Electric - \$661.15 – July Electric
- Chk #2943 Hartland LLC (Marilyn) - \$750.00 – Aug Accounting Services (includes supplies)
- Chk #2944 Jones Law Firm - \$18,621.24 – Settlement legal fees
- Chk #2945 Performance Engineering - \$91.50 – July Engineering & Grant services
- Chk #2946 Rob Vance - \$415.58 – August Salary (less deductions)
- Chk #2947 Verizon Wireless – \$13.93 – July cell phone
- Chk #2948 Zenner Performance – \$392.56 – Larger meter for Super 8
- Chk #2949 Performance Engineering - \$19,588.57 – Litigation assistance fees

Old Business: .

PER Committee Update – Deb reported that the public meeting held earlier in the day went well. There were quite a few people from Silver Gate in attendance who were seeking information . . . which she believes indicates a more cooperative, congenial relationship forming between the 2 communities. In fact, Troy expressed disappointment in the poor attendance from the water users of Cooke City. Deb presented the latest information indicating that there are no identified alternatives for a sewer system to date and that a vote would take place in May. Silver Gate property owners are possibly interested in joining the project with Cooke City, but there is concern that it might open the corridor between the 2 communities to greater

development. Katie Weaver from MSU Extension will look into and clarify how and who gets to vote on a sewer system. Rick Stryker felt that there was appreciation for the complexity of the process and project.

Engineering Update – Rick Stryker had nothing additional to add outside of the PER meeting report.

EDU Rate calculation – Deb and Troy have not had time to get together to work on calculations. The Board review the different base rate options. Rick Sommers stated that he just wants what's fair for all types of users and covers actual average expenses plus a buffer for future repairs. Brian stated that he believes the Board needs to be able to justify the numbers. All were in agreement. Deb and Troy will try again to get together to work on some numbers for the next meeting.

FY19 Budget – After a copying delay, the preliminary budget was reviewed and eventually approved as the final budget. Motion was made by Rick and seconded by Bill. Motion passed unanimously.

Liability Insurance – Deb reported that the question of liability insurance has been resolved. The District Board members already have coverage through the District's policy with MACo.

Operator Update:

Status of Leaks – Rob is busy working on several leaks which the software has detected.

Dykman Extra bill – Still waiting on a revised invoice.

Breaker for Well #2 – Rob hasn't yet received a second estimate from Yellowstone Electric. Rick Stryker looked up the copy he had received which indicates \$2525 including installation. Discussion ensued as to what the need for the new breaker really is. Rick Stryker stated that it is mainly for protection from the 'soft starts' of the large pump. Troy made a motion to accept the proposal from Yellowstone Electric and was seconded by Bill. With no dissent, the motion passed.

Sizing of Commercial meters – Rob is working on determining who has what size of service.

Status of Super 8 meter – Rob went to install the meter. But the hotel wasn't in a position to have their water shut off for a couple of hours and Bob Smith wants to be there when he does it. Rob has rescheduled for next week.

Clerk update:

Website Update – Marilyn sent word she is planning to work on it this week but will have more time to devote to it after Labor Day.

RD Annual Report – Report is due August 31st. Deb requested that she receive a copy when it is completed.

FY18 Close – Marilyn is working on the reconciliations, journals and depreciations necessary to close the FY18 fiscal year.

New Business:

Use of Settlement funds – Without question, Rick made a motion to put it in the savings account and was seconded by Troy. Motion passed unanimously.

Brown/Whittle Billing issue – Kay Whittle gave an overview of what happened with the water billing when they purchased 102 Harris from Gary Brown along with numbers related to the necessary split of EDUs that didn't happen in 2014. Their request is for a refund for all but enough to pay their bill through December and that

the District bear the responsibility of back-billing Mr. Brown. Rick made the motion to accept their request and was seconded by Troy. Motion passed without dissent.

Leak Letters – Deb raised the questions as to whether the District should send a second leak letter to those who received them before that haven't yet repaired their leaks. Discussion ensued related to the fact that the summer is now over and billing by usage is eminent. In the end, Marilyn will be asked to compose a second letter reminding them of their situation and indicating that the District will begin enforcing its by-laws with a monetary penalty if the leak isn't fixed by November 1st.

Mileage for Operator – Rob requested that he receive compensation for use of his personal vehicle on District business at the going mileage rate of 54.5 cents/mile. Troy made the motion to do so and was seconded by Bill. Motion passed unanimously.

Tank Mixer – Rick Stryker provided the latest information/update on the tank mixer and the rationale behind the request for an additional \$3800 for a structural engineer. The DEQ is requiring specific load calculations in order to approve the change to the system. The calculations are to make sure that the structural integrity of the tank's roof can handle the additional weight (approx. 400 lb) in addition to the snow and wind loads as well as the seismic activity in the area. Troy stated that the District now bears responsibility to remedy the problem because they know about it. Bill made a motion to approve the expenditure and was seconded by Troy. Rick and Brian dissented, so the tie was broken by Deb's vote of consent.

Public Comment – Victor continues to question if the District planned to offset its resort tax funds with the settlement money. He also would like to see that business pay more in base fees than residential users through a 'commercial' designation.

Next meeting – The September meeting will be held at the same place and time earlier in September on the 6th due to the lack of quorum later in the month.

With no further business to attend to, Bill made the motion to adjourn and was seconded by Troy. Deb then adjourned the meeting at approximately 7:40 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: _____