



**COOKE CITY, PARK COUNTY WATER DISTRICT**  
**Monthly Board Meeting Minutes**  
**January 24<sup>th</sup>, 2019**  
**6:00 pm**

**Location:** Cooke City Fire Station Meeting Room

**Board Members in Attendance:** Deb Purvis, Rick Sommers, Brian Boyle, Bill Whittle

**Members absent:** Troy Wilson, Marilyn Hartley, Clerk and Rob Vance, Operator

**Public Attendance:** Donna Rowland, Allen & Angela Edens, & Victor Sandonato (via phone)

Chair, Deb Purvis, called the meeting to order at 6:07pm with a call for public comment. Hearing none, she moved on with the meeting.

The minutes from the December meeting were reviewed with no additions or corrections noted. Brian made a motion to accept the minutes and was seconded by Bill. Motion passed unanimously.

The Cash report as of 12/31/18 was reviewed and showed a total cash balance of \$192,041.11 of which all but \$106,852.56 is held in mandatory reserve accounts. There is also \$16,208.29 in tax revenue being held by the Park County Treasurer.

The Profit & Loss report for December was reviewed with no comment. Deb will request a budget-to actual report for the February meeting.

The A/R Report from December 31<sup>st</sup> was reviewed with no significant issues.

Following review of January invoices presented, Brian made a motion to approve all of them and was seconded by Bill. Everyone was in agreement, so Board members signed bill payments as follows:

- Chk #2996 Performance Engineering – \$1020.00 – Oct, Nov, Dec hourly Engineering fees
- Chk #2997 CenturyLink – \$46.72 – December Phone
- Chk #2998 Energy Laboratories – \$20.00 – January sample testing
- Chk #2999 Flathead Electric – \$370.83 – December Electric
- Chk #3000 Gray Dog Services, LLC (Rob) – \$503.27 - January Operator services + Dec mileage
- Chk #3001 Hartland LLC (Marilyn) – \$750.00 – January Accounting Services
- Chk #3002 Jones Law Firm – \$172.00 – Petition research
- Chk #3003 Robert Smith – \$220.00 – Nov & Dec snow removal
- Chk #3004 Unemployment Insurance Division – \$5.95 – 4<sup>th</sup> Qtr Unemployment
- Chk #3005 US Treasury – \$260.10 – 4<sup>th</sup> Qtr Payroll taxes
- Chk #3006 Verizon Wireless – \$13.26 – December Cell Phone
- Chk #2975 Yellowstone Electric – \$2525.00 – Electrical work @ well house

**Old Business:**

PER Committee Report – Deb explained the discovery of an existing water/sewer district and the decision to not create a third one. This will simplify things and instead of voting on the creation of a new district, the vote

will be for board members.

Rate Calculation – Deb has found a cost accountant to help with the rate calculations, but they won't be able to do anything until after tax season and the cost won't be known until they get into it. The leaks in the system have thrown the amount of water actually used into question. She is still hopeful for a July 1<sup>ST</sup> implementation. Brian prefers to wait until the District has its best usage data. Rick wants to know cost before committing. Deb will bring final info to May meeting.

Leak letters – Deb reviewed the status of 3 leak letters sent. The Abelseth's received theirs and are doing as much as they can right now, but there's no curb stop access this time of the year. The letters to the Burbachs and Bob Smith were returned from the post office . . . Burbach's with an address issue and Bob Smith's was not signed for. Bill reminded that there's not much can be done with the ground frozen. Discussion was had on issuing a June 1<sup>st</sup> ultimatum and a final decision will be made as time gets closer.

Contract for Operator – Board members had reviewed a copy of contract for Rob. No one had any issues with it and board members signed it. However, it was decided to wait to finalize it until Rob could be there for any further discussion and his signature.

Permit perfection – Deb reported that there was nothing new happening at this time.

### **Operator Update:**

Status of Leaks – Rob was not present to give update on current leaks.

Well house meter readings – In Rob's absence, Deb reported that pumps 2 & 3 are not reading correctly and will need Zenner's help to fix. She also reported that the pumps are not taking turns as they should and only #2 has been working. This problem will need to be corrected.

New handheld for FY20 – No further discussion on this until Rob is present.

### **Clerk Update:**

Website – Deb received notice from Marilyn that the minutes are now up-to-date on the website with only a small formatting issue. Deb noted that the board member information needs to be updated, too.

Current projects – Marilyn sent a report that she is working on the Annual Financial Report to the state, annual tax reporting along with other odds and ends.

### **New Business:**

Balance of Resort tax allocation – The Board reviewed the final figures from Marilyn showing a total of \$33,180 remaining that wasn't committed by December 31<sup>st</sup>. The Marilyn has submitted an extension request to the Park County Commission for that amount to be used toward the tank mixer.

2018 Resort tax requests – Besides the usual amounts per MOUs with the County, Brian made a motion to request an additional \$8000 to complete the tank mixture project. Rick seconded and motion passed without dissent.

District property issues – Deb reported that there are several properties that are being served that were not within the original District boundaries. Research will need to be done to determine what the process is to make those properties official.

Whittle request for EDU correction – Kay Whittle has worked with Marilyn to compare the current EDUs being billed to Antlers Lodge and what the Whittles believe it should be. There appears to be a difference of ½ EDU and they are requesting that adjustment without refund for prior billings. Brian made a motion to correction the EDUs for Antlers Lodge from 11 to 10.5 and was seconded by Rick. Bill recused himself and the remaining board members were unanimous in the decision.

**Public Comment:**

Victor Sandonato had comments related to the Profit & Loss report and the reality that a large portion of the loss will be reimbursed by resort tax funds.

Allen & Angie Edens had questions related to the new sewer district and wanted to know when the report from the engineer will be presented and how many trustees will be in charge of the new district. Deb stated that the report is due in March and there will be 5 trustee positions up for election.

It was determined to have the next meeting on the usual 3<sup>rd</sup> Thursday of February, which is the 21<sup>st</sup>.

With no further business to attend to, Rick made a motion to adjourn and was seconded by Bill. Deb then adjourned the meeting at 7:19 pm.

Respectfully Submitted,

Marilyn Hartley  
District Clerk

***(Signatures on File)***

BOARD APPROVAL:

\_\_\_\_\_  
Deb Purvis, President

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Troy Wilson, Vice President

\_\_\_\_\_  
Rick Sommers, Board Member

\_\_\_\_\_  
Brian Boyle, Board Member

\_\_\_\_\_  
Bill Whittle, Board Member

Date: \_\_\_\_\_