



**COOKE CITY, PARK COUNTY WATER DISTRICT**  
**Monthly Board Meeting Minutes**  
**February 21<sup>st</sup>, 2019**  
**6:00 pm**

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

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

**Members absent:** Marilyn Hartley, Clerk

**Public Attendance:** Mike Thom/Forest Service, Allen Edens, Donna Rowland Bob Smith &  
Victor Sandonato (via phone)

Chair, Deb Purvis, called the meeting to order at 6:04pm with a call for public comment. Hearing none, she moved on with the meeting.

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

The Cash report as of 1/31/19 was reviewed and showed a total cash balance of \$192,672.84 of which all but \$54,778.84, is held in mandatory reserve accounts. There is also \$20,551.76 in tax revenue being held by the Park County Treasurer.

The Profit & Loss report for January was reviewed with no comment. Deb noted that the \$5400 loss in January stems from the \$15,000+ bi-annual loan payment that is paid each January and July.

The A/R Report from January 31<sup>st</sup> was reviewed with no significant issues. It was noted that one customer was past due, but Marilyn indicated that the delinquency was paid in February.

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

Chk #3008 American Bank Card Services - \$6.70 – Postage for water sample  
Chk #3009 CenturyLink – \$108.42 – January & February Phone  
Chk #3010 Energy Laboratories – \$20.00 – February sample testing  
Chk #3011 Flathead Electric – \$42.37 – December Electric (VOIDED- wrong amount)  
Chk #3012 Gray Dog Services, LLC (Rob) – \$500.00 - February Operator services  
Chk #3013 Hartland LLC (Marilyn) – \$750.00 – February Accounting Services  
Chk #3014 Jones Law Firm – \$198.00 – Sewer district & Petition research  
Chk #3015 Performance Engineering – \$810.00 – January hourly Engineering fees  
Chk #3016 USPS – \$134.00 – Annual PO Box rent  
Chk #3017 Verizon Wireless – \$13.26 – January Cell Phone

**Old Business:**

PER Committee Report – Deb reviewed the information related to the discovery of a 2<sup>nd</sup> water/sewer district in 1977 and that they are waiting on answers from the State. This will determine what the options are . . . whether an election for a new board is required or if the existing water board has authority to consolidate the 2 districts.

She then introduced Mike Thom from the Forest Service who wanted to visit with the Board to provide the USFS outlook on building a sewer system. He stated that they are very supportive and want to help. Mike told about his cooperation with our engineer and presented a concept that was used at West Yellowstone where they actually purchased property from the Forest Service. He stated that Commissioner Bill Berg has indicated that he would initiate conversation with the Montana Legislature to pursue possibilities. There was discussion as to the cost of such a purchase and the hurdles that would need to be cleared. Mike broached the concept of consolidating the cemetery & transfer station into one larger purchase. Victor suggested to include space for affordable housing.

Rate Calculation – Deb reiterated her information from January meeting . . . that she has found a smaller firm that would be willing to help, but not until after tax season.

Leak letters – Deb reviewed the status of 3 leak letters sent. Further discussion was had on issuing a June 1<sup>st</sup> ultimatum. Brian expressed concern that the District has no ‘teeth’ to enforce leak repairs. Deb stated that she believed an addendum to the by-laws could provide such means. She will get Brian a copy of the bylaws to review and make suggestions at March meeting. A final decision will be made on the June 1<sup>st</sup> deadline as time gets closer and consideration can be given to condition of the ground from winter snow and freezing.

Contract for Operator – Rob was reminded that he needs to sign the contract which was approved by the Board in January. Rob expressed concern over some language in the contract related to taxes and ambiguity in the duties. Deb asked him to make suggested changes and email them to the Board and Marilyn for review at the next meeting.

Properties not in District – Deb reviewed the information regarding properties falling outside current District boundaries. In order to redraw District lines, a petition and election will be required. Brian offered to research this with the Clerk & Recorder. Apparently, the Rogers are in the District but are not being taxed as though they are. Deb will ask Marilyn to discuss this with the County Treasurer to make sure it gets corrected.

Permit perfection – Deb reported that there was nothing new, but it will be on the agenda for a long time.

### **Operator Update:**

Status of Leaks – Rob said that there was nothing new

Well house meter readings – Rob stated that he will be unable to program any meters until a hand-held unit is acquired.

New handheld for FY20 – Deb asked Rob to find out what he cost would be for consideration at next meeting. She will get Rob the contact information for doing so.

Cleanup at the well house – Mike Thom brought up an item that wasn’t on the agenda related to cleanup of the trees that were thinned more than a year ago at the well house site. He wanted to know if the District was willing to help and provided information as to how it could be done. Troy indicated assistance from the fire department and Bob Smith offered to donate 1 day of time and equipment to get it done. Mike will be in contact when conditions for burning the slash piles are optimum.

### **Clerk Update:**

Current projects – Marilyn sent a report that she is working on resort tax applications and the Annual Financial Report to the state which is due no later than March 1<sup>st</sup>.

**New Business:**

New pipe product for Skunk Hollow – Rick Stryker from Performance Engineering has provided information on a new type of insulated pipe which could potentially help with the freezing issues at Skunk Hollow. Rob indicated that he has seen it used recently, but it's too early to tell how well it works. Rick expressed concern about digging up the line for a new product without considering simply burying the pipe deeper instead of replacing it in the present depth. Deb will look into the connection implications and cost of doing that.

Letter of Support – Deb provided information about a bill before the Legislature that would allow for an additional 1% resort tax specifically for infrastructure. After discussion on the particulars, Troy made a motion to send a letter of support to Alan Redfield similar to the one sent by the Chamber and was seconded by Rick. Motion passed unanimously, so Deb will ask Marilyn to revise that letter appropriately for signature.

Selling Water – A request for 16,000 gallons of water has been received from the Cycling Greater Yellowstone Club for the upcoming season. Troy indicated that they never paid for the water they received last summer. Deb believes that it was simply an oversight. After further discussion, Troy made a motion that the purchase of 16,000 gallons be allowed at \$100/gal on a prepaid basis. He was seconded by Brian who will also look into a by-law update to include language related to selling water. Motion passed without dissent.

**Public Comment:** Victor Sandonato reminded the Board about Alan Redfield's House Bill which would allow an individual in smaller communities to serve on more than one elected Board.

It was determined to have the next meeting on the usual 3<sup>rd</sup> Thursday of March, which is the 21<sup>st</sup>. Deb will be calling in and asked Troy to run the meeting.

Before adjourning, Deb expressed a desire to begin discussion on a strategic 10-yr plan which would boost the District's public image. She also would like to add language to the bylaws regarding the formation of committees and a code of conduct.

With no further business to attend to, Troy made a motion to adjourn and was seconded by Bill. Deb then adjourned the meeting at 7:22 pm.

Respectfully Submitted,

Marilyn Hartley  
District Clerk

***(Signatures on File)***

BOARD APPROVAL:

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Deb Purvis, President

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Troy Wilson, Vice President

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Rick Sommers, Board Member

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Brian Boyle, Board Member

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Bill Whittle, Board Member

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