



COOKE CITY, PARK COUNTY WATER DISTRICT
Monthly Board Meeting Minutes
March 21st, 2019
6:00 pm

Location: Cooke City Fire Station Meeting Room

Board Members in Attendance: Deb Purvis (vis phone), Troy Wilson, Rick Sommers, Brian Boyle, Bill Whittle
Rob Vance, Operator (via phone) & Marilyn Hartley, Clerk

Members absent: None

Public Attendance: Allen Edens, Bob Smith & Victor Sandonato (all via phone)

Chair, Deb Purvis, called the meeting to order at 6:03pm with a call for public comment. Allen Edens made comment about board elections.

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

The Cash report as of 2/28/19 was reviewed and showed a total cash balance of \$237,821.32 of which \$137,894.00 is held in mandatory reserve accounts. There is also \$20,586.79 in tax revenue being held by the Park County Treasurer.

The Profit & Loss report for February was reviewed with no comment.

The A/R Report from February 28th was reviewed with no significant issues.

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

- Chk #3018 Insty Prints – \$210.00 – 1000 Custom Envelopes
- Chk #3019 Flathead Electric – \$426.37 – Replaced voiced chk #3011 (wrong amount)
- Chk #3020 American Bank Card Services - \$242.66 – Postage for water sample & supplies
- Chk #3021 CenturyLink – \$46.71 – March Phone
- Chk #3022 Energy Laboratories – \$20.00 – March sample testing
- Chk #3023 Flathead Electric – \$252.71 – February Electric
- Chk #3024 Gray Dog Services, LLC (Rob) – \$500.00 - March Operator services
- Chk #3025 Hartland LLC (Marilyn) – \$750.00 – March Accounting Services
- Chk #3026 Performance Engineering – \$785.00 – January & February Engineering fees
- Chk #3027 Robert Smith – \$330.00 – January & February plowing @ well house
- Chk #3028 Verizon Wireless – \$13.73 – February Cell Phone

Old Business:

PER Committee Report – Since there can't be a district within a district, there will be 2 separate entities with separate boards. The PER contract remains with the Water District Deb reported that the engineer is in the final stages of drafting the PER report and should have it ready to present in May. Troy suggested that the Board be able to review the document before release to the public. Deb will check to see if that would be possible at the Board's May meeting

Rate Calculation – Deb informed that Commissioner Caldwell had sent an email expressing concern that it's taking too long to get the rate calculation completed. She will contact the accountant as soon as possible after the tax season ends.

Leak letters – It was decided let this subject roll over to the next meeting.

Contract for Operator – Since Rob was not physically at the meeting, this item was tabled to next meeting.

Permit perfection – Deb reported that there was nothing new.

Operator Update:

Frozen line – Rob reported that there are now 3 frozen lines: Tulhoskie, Zavora, & Birdie. Tulhoskies didn't have any problems until Martinson's service was installed, so the depth of the lines there need to be checked. HE will also need to check to see where Birdie's freezing issue.

Status of Leaks – Rob said that a couple more are showing up on a regular basis.

Well house meter readings – Nothing new.

New handheld for FY20 – Rob reported that Zenner is not responsive on getting him a cost for one. The current hand-held is not communicating and is too old to update. Troy made a motion to allow Rob to order a new reader when he gets the cost if it isn't more than \$3000. Bill seconded and motion passed with all in approval except Rick Sommers who abstained

Clerk Update:

PER charges – Performance Engineering is charging some of the PER time related to the new sewer district as part of the District's hourly services. Deb suggested that Marilyn call Rick @ PE to find out why.

Tax assessment research – Marilyn communicated that she has looked into the options for clearing up the disparities with the tax assessments. It appears as though putting the assessment on a non-district water user is possible, but she needs to discuss with the county attorney first.

Resort Tax extension – The District's request for extension for use of the 2017 resort tax allocation for the tank mixer has been approved. Rob reported that it is scheduled for the end of May.

New Business:

Report from Board training – Brian and Marilyn attended a training for board members that was sponsored by Park County. They each reported on what they got out of it.

RD request for 2 documents – Rural Development has requested a Vulnerability assessment and Emergency Response Plan of which the District has neither. They have recommended that the district work with Nick Clos from Rual Water Systems to get them done. Deb will call Nick.

Strategic planning timeline – This summer, Deb would like the board members to work with her on a 5 to 10 year plan. Troy thinks a strategic plan is a good idea, but not while the District is still trying to "catch up to the past". No further comments were made.

By-law amendments – There will be no help from the County, so Deb & Brian will work together as time allows on coming up with recommendations for changes or additions and report back.

Public Comment: Allen Edens asked what the resort tax is. Victor commented that he would like to see the resort tax reserved for infrastructure projects.

It was determined that there would not be a quorum for a n April meeting. Therefore, the next meeting will be on the 3rd Thursday of May (the 16th) at 6:00pm in the Fire Station meeting room.

With no further business to attend to, Troy made a motion to adjourn and was seconded by Rick. Deb then adjourned the meeting at 7:30 pm.

Respectfully Submitted,

Marilyn Hartley
District Clerk

BOARD APPROVAL:

Deb Purvis, President

Troy Wilson, Vice President

Rick Sommers, Board Member

(Signatures on File)

Brian Boyle, Board Member

Bill Whittle, Board Member

Date: _____