



COOKE CITY, PARK COUNTY WATER DISTRICT
Monthly Board Meeting Minutes
July 18th, 2019
5:00 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: Ken Hufford, Donna Rowland, & Victor Sandonato

Chair, Deb Purvis, called the meeting to order at 5:20pm with a call for public comment. There was none.

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

The Cash report as of 6/30/19 was reviewed and showed a total cash balance of \$291,726.02 of which \$138,007.49 is held in mandatory reserve accounts. There is also approximately \$500.00 in tax revenue being held by the Park County Treasurer.

The June Profit & Loss report was reviewed with no comment. It reflected a gain of nearly \$26,000 for the period. This was mostly due to receipt of resort tax funds for loans and operations.

The A/R Report from June 30th was reviewed with no significant issues. However, one customer is approaching being over 90 days.

Following review of July 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 #3053 CenturyLink – \$55.12 – July Phone
- Chk #3054 Energy Laboratories – \$20.00 – July sample testing
- Chk #3055 Flathead Electric – \$497.52 – June Electric
- Chk #3056 Gray Dog Services, LLC (Rob) – \$500.00 - July Operator services
- Chk #3057 Hartland LLC (Marilyn) – \$750.00 – July Accounting Services
- Chk #3058 Jones Law Firm – \$472.50 – Sewer District research from April
- Chk #3059 MACo PCT - \$2690.00 – FY20 Property & Liability Insurance
- Chk #3060 Park County Treasurer - \$5500.00 – Hydraulic Analysis loan payment #3
- Chk #3061 Verizon Wireless – \$13.25 – June Cell Phone

Old Business:

PER Update – The District is handing this off to the new Sewer District. Deb is working with Bob Smith and the new Board to achieve a smooth transition.

Rate Calculation – Deb met with the accountant again and brought back more information related to how he derived some of the numbers. After discussion about the numbers and concerns about missing the mark, it was decided to have a special meeting on August 1st @ 6:00pm to receive updated readings from Rob and finalize thoughts before taking a rate increase to the users. The next step will be to schedule a public hearing

to take public comment. The Board then has 30 days to take action. Deb will find out how much notice must be given for the hearing.

Contract for Operator – Marilyn sent an updated copy of the contract for signatures that was based on Board decision from the last meeting. With no further discussion needed, the document was signed by both the Board and Gray Dog Services.

Permit perfection – As a continuum. (Nothing new)

Operator Update:

Status of Leaks – Still looking for a leak at Antlers and Bob Smith's trailer

Well house meter readings – Nothing new

Meter reconciliation project – There are only a few updates needed yet related to properties that have sold. The information on the new owners needs to be added to the database.

Tank mixer project – There are issues with communication with the fabricator, but Rob indicated that things seem to be back on track now. He's waiting on a call for an installation date.

Clerk Update:

Marilyn reported that she working on the FY20 budget and FY19 close as well as the FY19 annual report to Rural Development.

Laptop issue & options – Because Microsoft will no longer support Windows 7 in January, the District will either need to purchase a new laptop or upgrade the current one which is 6+ years old. There is time to think about it.

New Business:

Preliminary FY20 Budget – The Board review the draft budget that Marilyn sent. Requested changes were related to the proposed rate increase. Deb suggested that an increase in amount of service charges revenue and in capital outlay expenditures would appear to be in order. Marilyn will be asked to make those changes for the next meeting.

Property tax review – While not on the agenda, Deb asked if they could think of any others than the 3 that Marilyn found. None came to their attention. Marilyn will be working with the County Treasurer to get them added to the Water District tax roll.

Public Comment: Ken Hufford expressed concern that his and Christopher Warren's meter pits haven't been fixed after more than a year. Rob said he would look at them next week. Victor Sandonato had questions about meter readings taken with the hand-held reader which Rob addressed. He also wanted to know how much the bike club settled on for paying for water. Troy indicated they would pay the \$500 that the District asked for. Victor also again expressed his appreciation for the work the Board is doing on the rate schedule. Donna Rowland asked about separation between the meter readings for the Chamber and the Fire Department. She was assured that it will be taken care of.

The next meeting will be on the 3rd Thursday of August (the 15th) at 6:00pm in the Fire Station meeting room.

With no further business to attend to, Brian made a motion to adjourn and was seconded by Troy. Deb then adjourned the meeting at 6:14 pm.

Respectfully Submitted,

Marilyn Hartley
District Clerk

BOARD APPROVAL:

Deb Purvis, President

Troy Wilson, Vice President

Rick Sommers, Board Member

Brian Boyle, Board Member

Bill Whittle, Board Member

Date: _____