



**COOKE CITY, PARK COUNTY WATER DISTRICT**  
**Monthly Board Meeting Minutes**  
**December 12<sup>th</sup>, 2019**  
**6:00 pm**

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

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

**Members absent:** Bill Whittle

**Public Attendance:** Donna Rowland (via phone)

Vice Chair, Troy Wilson, called the meeting to order at 6:03pm.

The minutes from the September, October & November meeting were reviewed with no additions or corrections noted. Rick made a motion to accept the minutes and was seconded by Brian. Motion passed unanimously.

The Cash report as of 11/30/31/19 was reviewed and showed a total cash balance of \$265,613.05 of which \$138,007.08 is held in mandatory reserve accounts. There is also \$15,607.08 in tax revenue being held by the Park County Treasurer.

The Profit & Loss report for September thru November was reviewed with no comment. It reflected a sizeable increase due to property tax and resort tax revenue.

The A/R Report from November 30<sup>th</sup> was not available, but Marilyn stated that one or two are approaching the need for warning.

Following review of October, November (after the fact) & December invoices presented, there was discussion related to the work done for the Tulhoskies. Rick made a motion to table all Tulhoskie bills until spring when it's known if there's any more freezing and was seconded by Brian. Motion passed unanimously. Marilyn was asked to draft a letter to the Tulhoskies to let them know of the decision.

Then, Brian made a motion to approve all of the remaining payments and was seconded by Rick. Everyone was in agreement, so motion passed and Board members signed bill payments as follows:

October

- Chk #3084 Flathead Electric – \$518.02 – September Electric
- Chk #3085 CenturyLink – \$57.35 – October Phone
- Chk #3086 Energy Laboratories – \$140.00 – October sample testing + additional testings
- Chk #3087 Gray Dog Services, LLC (Rob) – \$500.00 - October Operator services
- Chk #3088 Hartland LLC (Marilyn) – \$750.00 – October Accounting Services
- Chk #3089 Montana State Fund – \$306.54 – 2020 Workers Comp (installment 1 of 3)
- Chk #3090 Quality Propane – \$255.11 – Propane tank fill

November

- Chk #3091 Verizon Wireless – \$26.89 – September cell phone
- Chk #3092 American Bank Card Services – \$236.35 – Postage for water sample & new tablet

Chk #3093 CenturyLink – \$49.32 – December Phone  
Chk #3094 Flathead Electric – \$372.02 – October Electric  
Chk #3095 Gray Dog Services, LLC (Rob) – \$500.00 - November Operator services  
Chk #3096 Hartland LLC (Marilyn) – \$750.00 – November Accounting Services

#### December

Chk #3097 American Bank Card Services – \$7.35 – Postage for water sample  
Chk #3098 Cooke City Exxon – \$600.00 – Gravel for Tulhoskie repair  
Chk #3099 Flathead Electric – \$415.38 – November Electric  
Chk #3100 Gray Dog Services, LLC (Rob) – \$1220.00 - Dec Operator services + Oct Extra  
Chk #3101 VOIDED – Duplicate printing  
Chk #3102 CenturyLink – \$49.32 – January Phone  
Chk #3103 Cooke City Contracting – \$1060.00 – Tank Mixer install assistance  
Chk #3104 Energy Laboratories – \$20.00 – November sample testing  
Chk #3105 Hartland LLC (Marilyn) – \$750.00 – December Accounting Services  
Chk #3106 Marilyn Hartley – \$254.99 – Reimb for ½ of new laptop  
Chk #3107 USDA Forest Service – \$185.49 – Special Use permit  
Chk #3108 Verizon Wireless – \$13.45 – November cell phone

#### **Old Business:**

None

#### **Operator Update:**

Status of Leaks – Rob reported that there are no leaks being indicated in the software, but that there are a few that are known of that will still need investigated in the spring.

Well house meter readings – The meter seems to be reading fine now.

Meter reconciliation project – Rob reported that Skunk Hollow, Martinesons and Whittles that need double-checked in the spring and there are several others that aren't reading correctly. Frank @ the Bistro has asked if he can have his water shut off for the winter so that he can test for leaks. Marilyn was asked to include a letter with his January bill to let him know that it will be acceptable.

Tank mixer project – The mixer is installed, but the chains will have to wait until spring. Deb reminded that the engineer also needs to sign off on the project.

Rick expressed concern that he & Blake had to go reset the pump after there was a power bump and Rob was gone. He reported that only well #2 is operating. The box for well #1 is dead and needs electrical research and the transfer box isn't working. Well #3 has never produced much. Rob indicated that he will be back on the 19<sup>th</sup> and will call Siemens and Yellowstone Electric to get help. Rick stated that he believes new wells need to be drilled in a different place. Deb reminded that it would require permits and she will call Scott @ Performance Engineering to research options.

#### **Clerk Update:**

Marilyn reported that she continues to work on the FY19 close for the Annual Financial Report due to the State on December 31<sup>st</sup>.

Laptop issue & options – A new laptop has been purchased and the cost split with the fire company. Marilyn is concerned that an upgraded version of QuickBooks may also be needed for the Windows operating system.

**New Business:**

None

**Public Comment:** None

The next meeting will be on the 3<sup>rd</sup> Thursday of January (the 16<sup>th</sup>) in the Fire Station meeting room.

With no further business to attend to, Rick made a motion to adjourn and was seconded by Brian. Troy then adjourned the meeting at 6:53 pm.

Respectfully Submitted,  
:

Marilyn Hartley  
District Clerk

**BOARD APPROVAL: (SIGNATURES ON FILE)**

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

\_\_\_\_\_  
Troy Wilson, Vice President

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

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

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

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