



COOKE CITY, PARK COUNTY WATER DISTRICT
Monthly Board Meeting Minutes
January 13th, 2020
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: Zuzka Menuey, Lisa Ann Ohlinger, Donna Rowland, Katie Weaver

Chair, Deb Purvis, called the meeting to order at 6:13pm 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. Troy made a motion to accept the minutes and was seconded by Brian. Motion passed unanimously.

The Cash report as of 12/31/19 was reviewed and showed a total cash balance of \$269,898.63 of which \$138,146.70 is held in mandatory reserve accounts. There is also \$21,139.55 in tax revenue being held by the Park County Treasurer.

The Profit & Loss report for December was reviewed with no comment. Deb noted a loss of \$1400 for the month. Marilyn also provided a year-to-date Budget-to-Actual report. Income looked to be in as expected, but there were a couple of questions related to professional and engineering services that Deb asked Marilyn to address.

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

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

- Chk #3109 CenturyLink – \$48.97 – February Phone
- Chk #3110 Energy Laboratories – \$960.00 – Dec sample testing + 3 year tests
- Chk #3111 Flathead Electric – \$920.84 – December Electric
- Chk #3112 Grey Dog Services – \$500.00 – January Operator Services
- Chk #3113 Hartland LLC (Marilyn) – \$750.00 – January Accounting Services
- Chk #3114 Verizon Wireless – \$14.44 – January Cell Phone

Old Business:

PER Grant Update – Deb reported that Performance Engineering is in the final phase of preparing to request the rest of the grant funds.

Rate Calculation – There are still a few meter issues to resolve, but Deb is hopeful that further discussion can begin again next month.

Permit perfection – Deb reported that there was nothing new happening at this time. Final resolution will be about 2 years out.

Operator Update:

Status of Leaks – Rob is working on one of Bob Smith's trailers and he reported that he can't get to the meter at the Bistro due to too much stuff stacked in front of it.

Well house meter readings – Only 1 pump is working right now. Rob indicated that he has Siemens coming to help diagnose the problem.

Status of tank mixer – Project is complete and the light is on. Rick would like to go with Rob to check it out.

Status of meter reading project – Rob indicated that he's getting close to having things figured out.

Clerk Update:

New laptop – Marilyn is preparing to transfer over to the new laptop, but is waiting on a decision by the Board to upgrade MS office and QuickBooks software, too.

Annual Financial Report – This was due 12/31 and was completed on time.

Election reminder – Deb, Troy and Rick are up for re-election.

New Business:

New Bicycle Group – Deb reported that a second bicycle group is coming through the area and are requesting a cost for acquiring water. They will be around for 2 days and need as much as 1400 gals per day. After some discussion related to the town's needs coming first, Brian made a motion to charge \$10 per 100 gallons for large groups and was seconded by Troy. Motion passed unanimously. Rob wants to schedule filling time(s) with them.

By-laws issues – Michelle Pond, who is assisting the new sewer district get organized, has indicated to Deb that there are 2 issues with the Water District By-laws. First is the concept of having a meeting via writing or email (which is apparently illegal). Donna Rowland believes that as long as it's in the by-laws, it should be permitted. Second is the aspect of assuming that a non-vote is assumed to indicate consent. Each member needs to give a 'yea' or 'nay'. If not, the member needs to have been assumed as abstaining. Deb will ask Marilyn to strike the latter as submit for next meeting. She also said she thinks the District needs to consider adopting a Code of Conduct and Policy & Procedures and will be working on them.

Software updates – Marilyn is wondering if the Board would like to update Microsoft Office and/or QuickBooks for on the new laptop. Troy made a motion to approve up to \$400 for upgrades and was seconded by Rick. Motion passed without dissent. Troy indicated that the Fire Company will most likely split the cost with the Water District.

2018 Resort tax requests – Besides the usual amounts per MOUs with the County, discussion went in the direction of the need for new wells. Rob indicated that the 2 questionable wells are emptied in about 15-20 minutes after he turns them on. Then they need time to recharge. Deb suggested that Red Tiger be contacted

to see if either of them can be drilled deeper and, if so, if it would really be of any help. Rick asked about a backup well on the east side of town. Deb will check with Scott, the district engineer, to see what he thinks about the prospects. Rob suggested that a tank inspection will definitely need to be done and included in the FY21 budget. No definitive decision was made.

It was determined to have the next meeting on Thursday, February 13th as Deb will be in Cooke City for that weekend.

With no further business to attend to, Brian made a motion to adjourn and was seconded by Rick. Deb then adjourned the meeting at 6:56 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: _____