



COOKE CITY, PARK COUNTY WATER DISTRICT
Monthly Board Meeting Minutes
February 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: Donna Rowland & Rob Fordahl (via phone)

Chair, Deb Purvis, called the meeting to order at 6:06pm with a call for public comment.

The minutes from the January regular meeting and a special meeting were reviewed with no additions or corrections noted. Troy made a motion to accept both of the minutes and was seconded by Rick on the regular meeting minutes and Bill on the special meeting minutes. Both motions passed unanimously.

The Cash report as of 1/31/20 was reviewed and showed a total cash balance of \$276,653.24 of which \$138,146.70 is held in mandatory reserve accounts. There is also \$21,419.06 in tax revenue being held by the Park County Treasurer.

The Profit & Loss report for January was reviewed with no comment. Deb noted a profit of more than \$3400 for the month.

The A/R Report from January 31st was reviewed. Deb noted that one customer is 2 months behind and will be receiving a 60-day notice. If the account is not brought within a satisfactory status, a registered letter will be sent indicating a shutoff date of March 16th.

Following review of February 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 #3115 Cooke City Exxon – \$6.41 – Finance charge
- Chk #3116 American Bank Card Services – \$119.88 – Circuit board replacement
- Chk #3117 CenturyLink – \$48.97 – March Phone
- Chk #3118 Cooke City Contracting – \$1160.00 – Assist w/ Tulhoskie repair
- Chk #3119 Flathead Electric – \$440.43 – January Electric
- Chk #3120 Grey Dog Services – \$500.00 – February Operator Services
- Chk #3121 Hartland LLC (Marilyn) – \$750.00 – February Accounting Services
- Chk #3122 Montana DEQ – \$194.00 – 2020 Public Water Supply fee
- Chk #3123 MT Rural Water Systems – \$116.50 – 2020 Membership dues
- Chk #3124 USPS/Postmaster – \$148.00 – Annual post office box rent
- Chk #3125 Verizon Wireless – \$13.34 – February Cell Phone

Old Business:

EDU Rate Calculation Update – Deb reported that she hadn't yet received updated information from the accountant. Rob needs to recalibrate the Soda Butte Lodge meter and the MIUs on the Antlers Lodge/Whittle meters.

PER Grant Update – The final PER has been delayed by staffing change at Performance Engineering. The previous engineer didn't leave a version that was suitable for grant submission. Scott plans to have it re-written by Friday.

Re-visit Use of Company Credit/Debit Cards – Hartland LLC has declined use of either and Marilyn indicates that Deb asked her to put the Board's previous decision on hold for further discussion. No decision was made, but Troy reminded that it's important to get Rick's name off of the credit card account. Further discussion was tabled for next meeting.

Code of Conduct & Procedures Projects Update – Deb stated that Michelle Pond has sent more information and she will keep working on them.

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

Resort Tax Application(s) – After discussion regarding pumps versus well issues, Troy made a motion to apply only for the usual \$20,000 and the \$5000 for the final loan payment while allowing for a 24 hour window for determining if it would be possible to apply for an amount to assist with pump/well problems. His motion was seconded by Rick and approved unanimously.

During the conversation regarding well and pump issues, it became clear that there is not a consensus as to what the main issue is . . . malfunctioning pumps or inadequate wells. Rick reiterated his thoughts on having a backup pump east of town. Deb had checked with previous Board members Hufford and Brown to see if any testing had been done to the east. Both indicated that there had not been testing for wells because only a tank had been planned for the there. Wells 1 & 3 were supposed to produce 100 gpm but currently produce less than half that. Rob offered to call Troy at Red Tiger Drilling to acquire the original specs from when the wells were drilled. He will also ask him how much a spare pump for well #2 would cost and what he thinks it would take to get the wells to produce more water.

Operator Update:

Status of Leaks – Rob is still working on one of Bob Smith's trailers and reported that he has determined that the meter is underground which means that he can't get to the meter until the ground thaws. He was also told that Alpine has someone looking for the leak there. Deb instructed that Marilyn prepare a leak letter for them.

Well house meter readings – Pump #2 continues to be the only reliable one of the three.

Status of meter reading project – Rob indicated that he's at a stand-still on this.

Update on Well Issues – Following the above discussion, Deb asked Rob to meet her at the well house at 4:00 the next day to review what's happening.

Clerk Update:

Current focus / projects – Marilyn sent word that she is currently working on Resort tax applications & getting new laptop ready.

Software purchase update – Marilyn is still researching best pricing for Office Pro Suite (need Outlook for email). Looks like will be less than \$100. Need to call QuickBooks to see if there may be data transfer issues since our current version is 10 years old. Don't want to order upgrade until I know what will be best. She will have more time to deal with this next week.

New Business:

None.

Public Comment:

None.

It was determined to have the next meeting on the usual 3rd Thursday of March, which is the 19th, and at the usual time.

With no further business to attend to, Troy made a motion to adjourn and was seconded by Brian. Deb then adjourned the meeting at 7:01pm.

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: _____