



COOKE CITY, PARK COUNTY WATER DISTRICT
Monthly Board Meeting Minutes
June 18th, 2020
6:00 pm

Location: Cooke City Community Council Meeting Room

Board Members in Attendance: Deb Purvis, Jessica Gregersen, Brian Boyle, Bill Whittle, Ken Hufford
Rob Vance, Operator & Marilyn Hartley, Clerk

Members absent: None

Public Attendance: Donna Rowland

Chair, Deb Purvis, called the meeting to order at 6:11pm with a call for public comment.

The minutes from the May meeting were reviewed. Jessica made a motion to accept the minutes as presented with a correction of her last name. Brian seconded and the motion passed unanimously.

The Cash report as of 6/30/20 was reviewed and showed a total cash balance of \$256,863.75 of which \$138,210.15 is held in mandatory reserve accounts. There is also \$28231.96 in tax revenue being held by the Park County Treasurer.

The Profit & Loss report for May was reviewed with no noted concerns.

The A/R Report from June 30th was briefly reviewed. Marilyn noted that there were 3 customers who are past due, but they either have paid or have indicated that payment has been sent.

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

Chk #3156 American Bank Card Services – \$71.74 – Sample mailing & software
Chk #3157 CenturyLink – \$48.81 – June Phone
Chk #3158 Energy Laboratories – \$22.00 – June sample testing
Chk #3159 Flathead Electric – \$335.32 – May Electric
Chk #3160 Grey Dog Services – \$500.00 – June Operator Services
Chk #3161 Hartland LLC (Marilyn) – \$750.00 – June Accounting Services
Chk #3162 Park County Treasurer – \$5268.27 – Final loan payment
Chk #3163 Northwest Pipe Fittings – \$88.59 – Repair supplies
Chk #3164 Verizon Wireless – \$13.61 – May cell phone

Old Business:

EDU Rate Calculation Discussion/Decision – Marilyn presented a series of spreadsheets proposing a 5-year plan with a 3 or 5 tiered rate structure. After evaluating and discussing the options, Jessica made a motion to select the 5-tiered option and was seconded by Ken. All were in agreement so motion passed. Deb would like to schedule the public meeting for July 22nd so that the board can vote on the proposal at the regular July meeting on the 23rd. Deb and Marilyn will take care of the required public notices and letters to District customers.

By-law review – Deb asked Jessica if she would work with Michelle Pond to make the needed changes to District by-laws and she agreed.

New responsible person for credit card – Deb volunteered to replace Rick on the credit card account.

Skunk Hollow fix – Nothing new yet

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 enumerated the leaks that he was aware of; which are Alpine, Bistro, & High Country

Well house meter readings – Rob reported that other than occasional ‘power bumps’ there is not much new to report.

Well Issues – Deb reported that she has a call in to American Drilling to request that they come to evaluate the situation. Ken made a motion to give Deb approval to work with American Drilling to see what they might come up with. Brian seconded and motion passed unanimously.

Clerk Update:

Current focus / projects – Due to lack of time, Marilyn’s update was tabled.

New Business:

Election of Officers – Deb volunteered to be chair again and suggested that the vice-chair needed to be someone you would in essence be training to take over when she becomes term-limited out in 4 years. Neither Bill, Ken or Brian felt they were the right person, so Jessica volunteered. Brian made the motion to accept Deb and Jessica as officers and was seconded by Ken. Motion passed unanimously.

Shut-off Policy – Jessica made a motion to enforce a 60-day shut off policy and was seconded by Ken. All were in favor so motion passed.

Tank Divers – This was previously approved by the Board, so Rob will call for an estimate.

Tulhoskie Repair – The Board discussed what was already tried with the Tulhoskie’s water-freezing issue and what was left to try. Bill presented one last option that would cost an estimated \$8200. Jessica made a motion to move forward with Bill’s suggestion and was seconded by Brian. Motion passed unanimously.

Operator Separation of Duties – In the interest of time, this item was tabled to the July meeting.

Loan Refinancing – Deb is looking into this. Marilyn reported that the InterCap loans are at 2.5% right now but only go to 15 years. This wouldn’t be a good fit for the District.

The next meeting will be held on the 4th Thursday of July, which is the 23th after the public meeting, and at the usual time of 6:00pm.

With no further business to attend to, Jessica made a motion to adjourn and was seconded by Bill. Deb then adjourned the meeting at 8:19pm.

Respectfully Submitted,

Marilyn Hartley
District Clerk

BOARD APPROVAL:

Deb Purvis, President

Jessica Baumgartner-Gregersen, Vice President

Brian Boyle, Board Member

Ken Hufford, Board Member

Bill Whittle, Board Member

Date: _____