



COOKE CITY, PARK COUNTY WATER DISTRICT
Monthly Board Meeting Minutes
December 17th, 2020
3:30 pm

Location: Cooke City Community Council Meeting Room

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

Members absent: None

Public Attendance: Bob Smith

Chair, Deb Purvis, called the meeting to order at 3:30pm.

The minutes from the November meeting were not available for review due to a bad electronic file. The agenda from November was reviewed by the Board for Marilyn to make notes for minutes.

The Cash report as of 11/30/20 was reviewed and showed a total cash balance of \$236,567.07 of which \$138,254.96 is held in mandatory reserve accounts. There is also \$1237.44 in tax revenue being held by the Park County Treasurer.

The Profit & Loss report from November was reviewed with no notable issues. Deb suggested that this report was no longer needed, but the majority of Board members want to continue with it.

Deb reported on the A/R Report from 11/30/20 no notable issues.

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

- Chk #3212 American Bank Card Services – \$42.60 – Nov postage for sample + Batteries
- Chk #3213 CenturyLink – \$51.65 – December Phone @ well house
- Chk #3214 Energy Laboratories – \$44.00 – Nov & Dec sample testings
- Chk #3215 Flathead Electric – \$452.35 – November Electric
- Chk #3216 Glacier Valley Controls, Inc – \$2848.00 – Service call for pumps
- Chk #3217 Hartland LLC (Marilyn) – \$750.00 – December Accounting Services
- Chk #3218 USDA Forest Service – \$189.41– 2021 Special Use Permit
- Chk #3219 Verizon Wireless – \$13.67 – November cell phone
- Chk #3220 Grey Dog Services – \$500.00 – December Operator Services

Operator Update:

Leak Reports/Status – Rob reported that he was shutting off the water at Soda Butte to check for a leak there. He and Bob Smith will be meeting with management at Soda Butte on Tuesday.

Status of well house & meter reading issues – Rob has ordered 7 new meters and will use one to test on Ken Hufford's meter.

Update on well functions – Glacier Controls & Yellowstone Electric have evaluated the system. Brian made a motion to pay for them to make a second trip to make a second trip for further recommendation. Ken seconded and motion passed unanimously.

Clerk Update:

Current focus / projects – Marilyn reported that she is working on the FY20 State report and standardizing the Stealth IDs.

Old Business:

By-law review – After looking at the proposed changes, Deb encouraged the Board to read the draft by-law changes for final review at the next meeting.

Loan Refinancing update – Nothing new to date.

New Operator Update – Michelle Pond reported to Deb that Gardiner isn't interested in sharing an operator, so the search continues.

Clarification letters & Detection inserts – Jessica communicated that she has put this on hold until after the by-law changes have been adopted.

Permit perfection (continuum) – Brian reported that there was nothing new at this time.

New Business:

Updating website – Jessica volunteered to take a look at assisting with adding minutes, agendas, et to the District's website. She would also like to take a look at revamping it in general.

Billing changes – After discussion on various concepts such as including readings, usage & stubs for mailing back, Marilyn was asked to start by adding meter numbers to monthly invoices .

Well house plowing – A motion was made by Brian to go out for bids for plowing snow at the well house. Jessica seconded and motion passed unanimously. In the interim, Bob Smith will continue to plow as needed.

Providing Usage information – Marilyn offered to check with the County Attorney to determine what is considered confidential information so that the Board knows what kind of information can be released.

No public comment was offered.

The next meeting will be on the 3rd Thursday of January (which is the 21st) at the usual time of 6:00pm.

With no further business to attend to, Brian made a motion to adjourn and was seconded by Jessica. Deb then adjourned the meeting at 6:00pm.

Respectfully Submitted,

Marilyn Hartley
District Clerk

BOARD APPROVAL:

Deb Purvis, President

Jessica Baumgartner, Vice President

Brian Boyle, Board Member

Ken Hufford, Board Member

Bill Whittle, Board Member

Date: _____