



COOKE CITY, PARK COUNTY WATER DISTRICT
Monthly Board Meeting Minutes
October 21stth, 2021
6:00 pm

Location: Cooke City Community Council Meeting Room

Board Members in Attendance: Jessica Baumgartner & Ken Hufford (in person)
Deb Purvis & Brian Boyle (both via phone/Zoom)
Marilyn Hartley, Clerk (in person)

Members absent: Rob Vance, Operator

Public Attendance: Scott Weisbeck, Engineer

Vice Chair, Jessica Baumgartner called the meeting to order at 6:09pm.

The meeting was opened for public comment with none presented.

Minutes from the September meeting & a special meeting were reviewed. Jessica made a motion to accept the September minutes as presented and was seconded by Deb. Motion passed unanimously. Jessica then made a second motion to accept the special meeting minutes and was seconded by Deb. This motion also passed unanimously.

The Cash report as of 9/30/21 was reviewed and showed a total cash balance of \$302,965.71 of which \$138,265.41 is held in mandatory reserve accounts. There is also \$1.60 in tax revenue being held by the Park County Treasurer. The Profit & Loss report from September was reviewed without notable comment. The 9/30/21 A/R Aging report indicates that a few accounts are still past due and may need shut-off notices.

Following review of October invoices presented, Jessica made a motion to approve all of them and was seconded by Ken. There was discussion related to missing invoices/receipts from the credit card bill. The Board determined that credit card purchases without receipts provided become the responsibility of the card user. Everyone was in agreement, so Board members physically present signed bill payments as follows:

Chk #3295 American Bank Card Services - \$17.60 – Postage for Sept Sample & ???
Chk #3296 CenturyLink - \$66.97 – October phone
Chk #3297 Energy Labs – \$22.00 – September Sample testing
Chk #3298 Flathead Electric - \$476.78 – September Electric
Chk #3299 Grey Dog Services, LLC - \$480.00 – Aug/Sept Operator services
Chk #3300 Hartland LLC (Marilyn) – \$750.00 – October Accounting Services
Chk #3301 MACoPCT– \$3807.35 – 2022 Property & Casualty Insurance premium
Chk #3302 Verizon Wireless – \$14.12 – September cell phone
Chk #3303 Jones Law Firm – \$677.50 – Tuholskie Legal response and Contractor issues

The Board reviewed and discussed the current options for looping the system and funding thereof with Scott Weisbeck, the District's engineer.

Operator Update:

No operator report was available due to Operator's absence.

Clerk Update:

Marilyn gave update on current projects and reminded the Board about the 12/31 deadline for using resort tax funds. The Board asked Marilyn to prepare an extension request for the County Commission in time to meet that deadline. She

also reported that she is just now realizing that the annual cost for web hosting has been being charged to her personal credit card. She will gather the info and bill the District when she has it all together.

Old Business:

3-5 year needs assessment – There were no additional items that the Board could think of over and above those mentioned at the last meeting.

Connect fee increase – Tabled for next meeting. Ken needs more info and discussion.

Attorney projects – No word on reviews of By-Laws & Rules /Regs or multiple connections questions

Board vacancy update – None of the previous suggestions seem to be interested at this point.

Permit perfection – Nothing new. Deb hasn't discussed it with Scott Weisbeck yet.

New Business:

Sewer District letter – Deb located the draft letter that Marilyn had done earlier and requested some minor revisions. Marilyn will make the changes and resend to Deb for further action.

Tony's water – The Board would like a report from Rob as to when Tony's water was / will be hooked up so that Marilyn can begin billing accordingly.

The next meeting will be scheduled for the 3rd Thursday of November (which is the 18th) at the usual time of 6:00pm.

With no further business to attend to, Deb made a motion to adjourn and was seconded by Ken. Jessica then adjourned the meeting at approximately 7:42pm.

Respectfully Submitted,

Marilyn Hartley
District Clerk

BOARD APPROVAL:

Deb Purvis, President

Jessica Baumgartner, Vice President

Brian Boyle, Board Member

Ken Hufford, Board Member

Vacancy, Board Member

Date: _____