



COOKE CITY, PARK COUNTY WATER DISTRICT
Monthly Board Meeting Minutes
June 16th, 2022
6:00 pm

Location: Cooke City Community Council Meeting Room

Board Members in Attendance: Deb Purvis, Jessica Baumgartner, Brian Boyle, Ken Hufford, Ben Zavora, Tyler Gregerson, Asst Operator & Marilyn Hartley, Clerk (via Zoom)

Members absent: None

Public Attendance: Kris Desper, Cushing Terrell Engineering & Meg Simone (both via Zoom)

Chair, Deb Purvis called the meeting to order at 6:13pm.

Skunk Hollow Project:

Kris Desper asked the Board about requesting an extension given the flooding and access issues currently happening. Meanwhile, she will move forward as though the current schedule is still in effect. Everything needs to be submitted to DEQ in July and she will put forth her best efforts under emergency circumstances.

The meeting was opened for public comment with none presented.

Minutes from the May meeting were reviewed. Ken made a motion to accept them as presented. Ben seconded and motion passed unanimously.

The Cash report as of 5/31/22 was reviewed and showed a total cash balance of \$261,829.99 of which \$138,306.89 is held in mandatory reserve accounts. There is also still \$25,303.62 in tax revenue being held by the Park County Treasurer. The Profit & Loss report from May was reviewed with no issues noted. The 5/31/22 A/R Aging report indicates that most customers are in good standing, but there are several who need preliminary shut off notices.

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

Chk #3363 Cushing Terrell – \$12,443.10 – May Engineering service
Chk #3364 Energy Laboratories - \$104.00 – 2 May Sample testings
Chk #3365 Flathead Electric - \$1824.98 – May Electric
Chk #3366 Hartland LLC (Marilyn) – \$750.00 – June Accounting Services
Chk #3367 Jones Law Firm - \$540.00 – By-law review & recommendations (cont)
Chk #3368 Verizon Wireless – \$13.50 – May cell phone
Chk #3369 Yellowstone Electric Co – \$1210.37 – Pump Maintenance Services

ACH Rural Development Loan payments - \$3478.00

Operator Update:

Leak Report – Nothing new.

Well function report – Deb reported that she had gone to the pump house and the lockbox door was jammed by keys. She relayed to everyone how she unjammed it and how the keys need to be put into the lockbox in a manner that won't cause the problem.

Meter Report – Nothing new.

Forest Service permit – Ben has restarted the process from scratch by requesting pump specs from Red Tiger Drilling.

New Hook-ups – Bob Smith requested that the board annex Jeremy Paye into the District. Dave Eiermann & Meg Simone will be back in Cooke City on June 18th and will try to get hooked up while they are there.

Assistant Operator update – Tyler will request assistance from Zenner on problematic meters.

Clerk Update:

Marilyn continues to work on the CCR and will called attention to the Board members' copies of a preliminary budget that will need to be worked on at the July meeting. Deb asked Marilyn if she could take over administration of the Skunk Hollow grant. Marilyn agreed to do it and will calculate a rate for doing it.

Old Business:

Pump operations update from Yellowstone Electric – Tabled to next meeting.

Financial Audit Update – Marilyn reported that she will contact the auditor after she gets better organized after reconfiguring her office.

Generator Servicing Update – Jessica hasn't yet contacted Quality Propane to schedule. Tabled to next meeting.

Website Update – Meg Simone brought forth more information on a new website with available options and corresponding costs. Ben made a motion to approve the cost of the basic website and was seconded by Ken. Motion passed unanimously.

Discuss / Decide By-Laws/Rules & Regs – Tabled to July meeting.

Permit perfection – Nothing new to report.

New Business:

Discuss / Decide on Midwest Assistance Program Training for Asst Operator – Tyler would like training and will contact former operator, Jason Flug, for assistance moving for now.

Current Flooding Affects on System – Deb has contacted DEQ and was told that the system should be safe. Ben made a motion to contact Matt Asplund to see about getting the 4 meter pits in Skunk Hollow vacuumed out and see if Park County will cover the cost. He was seconded by Ken and all were in favor, so motion passed unanimously.

The next meeting will be scheduled for the third Thursday of July (which is the 21st) at the usual time of 6:00pm.

With no further business to attend to, Ken made a motion to adjourn and was seconded by Brian and all were in favor. Deb then adjourned the meeting at approximately 7:11pm.

Respectfully Submitted,

Marilyn Hartley
District Clerk

BOARD APPROVAL:

Deb Purvis, President

Jessica Baumgartner, Vice President

Brian Boyle, Board Member

Ken Hufford, Board Member

Ben Zavora, Board Member

Date: _____