



COOKE CITY, PARK COUNTY WATER DISTRICT
Monthly Board Meeting Minutes
February 16, 2012
6:30 pm

Location: Antler's Lodge (moved from Visitor Center)

Board Members in Attendance: Rick Sommers, Kay Whittle, Deb Myers

Public Attendance: Bob Purvis

Minutes taken by Deb Myers.

The meeting was called to order at 8:00pm

Board members reviewed January meeting minutes and unanimously approved them as presented.

The Balance Sheet and A/R Summary as of January 31st were reviewed. There was question as to the completeness of the A/R Summary and the board will question the District Clerk regarding their concerns.

February requests for bill payments were approved and signed as follows:

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|-----------|---|
| Chk #2213 | USPS/Postmaster - \$93.40 - 2 rolls stamps, 941 certified postage |
| Chk #2214 | Bridger Analytical Lab - \$28.00 - Water sample testing/Elkhorn |
| Chk #2215 | Century Link - \$41.26 - February Utility (phone) |
| Chk #2216 | Flathead Electric - \$406.59 - January Utility (electric) |
| Chk #2217 | Flug Services - \$135.00 - 3 Water samples taken |
| Chk #2218 | Holmes & Turner - \$5750.00 - FY11 Audit fees |
| Chk #2219 | Livingston Enterprise - \$22.00 - Ad fees for publication of audit statement |
| Chk #2220 | Marilyn Hartley - \$447.42 - February salary (less deductions) + reimb for W-2s & 1099s |
| Chk #2221 | Montana Rural Water Systems - \$125.00 - Annual membership |
| Chk #2222 | USPS/Postmaster - \$86.00 - P.O. Box rental (1 yr) |

Old Business:

A Board Member needs to be appointed to receive and look over the monthly Bank Statements. Deb accepted the responsibility and Marilyn will be asked to see that this gets done.

The position of Water Operator was not filled through the posting with Livingston Job Service and the Cooke City Newsletter. Lucas Jack wants to apply and the Board believes he is gathering information regarding taking the test to become a certified water operator. The earliest test is available in March, Lucas would still need to operate under the licensed operator from Yellowstone Park for a period of time after he passes the test. No one else has expressed interest in the position.

The Skunk Hollow & Broadway projects are planned for completion this year. Rick will ask Jason Hahn to draw up an engineered set of plans for replacing pipe from the alley in front of the groomers shed down Broadway and then one block to Republic Street. Skunk Hollow still has not frozen this winter, but the Board will get Jason to draw up plans for those repairs as well. Drawings need to be done so that requests for bids can be initiated.

Marilyn sent along an update for the new website. The monthly meeting minutes beginning with July 2011 are now available for viewing there as well as board member contact information. As the email addresses are set up on the other end, they will become live on the website. A billing insert announcing the website is being considered for March if the email situation can be completed shortly after the statements go out.

A recommendation was made for Deb to be the new Board Chair, but the decision was tabled until there are three members (other than Deb) to make it official.

Interim operator, Jason Flug was finally able to complete the Nitrate testing which was required by 12/31/11, but didn't get done on time.

Communications:

None

New Business:

Automated bill payments – Marilyn reported that 34 users responded to the board's inquiry in January. There were 18 'yes' responses and 16 'no' responses. The board is reluctant to incur the expense necessary to purchase the software and supplies that would be needed for less than 25% of users, but would be willing to look into options and cost of accepting credit cards.

Rural Development needs to conduct a Compliance Review within the next 30 days or so. Marilyn provided questionnaires to be filled out by different members of the community. Deb will complete the one designated for a board member and Bob Purvis will do the one for a general member of the community. Marilyn will need to complete the one for an employee. Kay Whittle has agreed to be the contact for scheduling the review of the actual water system and Marilyn will be instructed to ask Conor at RD to call her after resending the list of items they want to look at or go over.

With no further business to attend to, the meeting was adjourned at 9:00 PM.

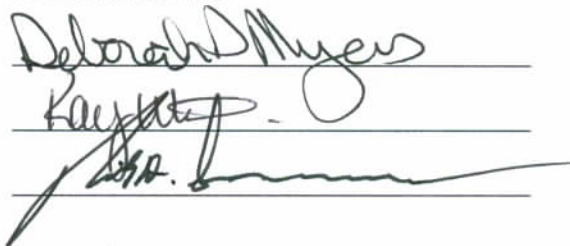
The next meeting is to be held on Thursday, March 15th @ 6:30 pm at the visitor center.

Respectfully Submitted,



Marilyn Hartley
District Clerk

BOARD APPROVAL:



Date 3/15/12