



**COOKE CITY, PARK COUNTY WATER DISTRICT**  
**Monthly Board Meeting Minutes**  
**September 26, 2013**  
**6:30 pm**

Location: Cooke City Community Center  
Conference Room

Board Members in Attendance: Rick Sommers, Kay Whittle, Matt Asplund, Troy Wilson  
Marilyn Hartley, District Clerk

Public Attendance: Dale Dempsey, Steve Hartley

Rick Sommers called the meeting to order at 6:47pm

August minutes were read and Troy made a motion to approve them. Matt seconded and the minutes were approved/signed by the board. Marilyn gave a cash report showing a balance of \$187,325.56 as of September 1<sup>st</sup>. The A/R report showed that there is only one customer who needs to receive a 60-day notice. Everyone else is in good shape.

The board reviewed and signed the September requests for bill payment. The bills Marilyn submitted for payment were all approved as follows:

Chk #2369 Bridger Analytical Lab - \$28.00 – Sample testing  
Chk #2370 CenturyLink - \$42.30 – Sept phone bill  
Chk #2371 Flathead Electric - \$1916.18 – Aug power bill  
Chk #2372 Lucas Jack - \$415.58 – Sept Salary (less deductions)  
Chk #2373 Marilyn Hartley - \$694.99 – Sept salary (less deductions)  
Chk #2374 Marilyn Hartley – \$108.47 - Reimbursement for toner cartridge  
Chk #2375 Verizon Wireless - \$13.12 – Aug cell phone bill  
Pd w/Credit Unemployment Contributions Bureau – \$13.65 – 1<sup>st</sup> Qtr SUTA

Out of the Construction Acct: (for Montana St upgrade)

Chk #137 Ferguson Waterworks - \$3886.89 – pipe & other supplies

Old Business:

Update and discussion on Projects

No one on the Board has heard from Parks @ CTA for some time. Marilyn communicated that she had heard from him a few months ago and he was going to call Deb to talk about an idea he had. Since Deb hasn't said anything yet, Marilyn told the Board that Parks has indicated that he no longer has time to handle our projects due to new contracts CTA has signed for Park County projects. HE is, however, suggesting that the District could work with Mr. Nelson who originally started their business and sold to CTA before retiring. He is now back in the area and wanting to come out of retirement a little and take on a few projects. Parks indicated that our projects would be right in line with Mr. Nelson's area of expertise. Matt stated that the hookup for the Edens would require engineer oversight and that Marilyn should have Parks contact him to set up a time to get it done. The Board further discussed the Eden project and asked Marilyn to do so.

Marilyn received election results from Park County. Kay was the only one who registered to run so will be appointed by acclamation. Matt didn't get his registration in on time, so the Board needs to re-appoint him if he is to stay on. After some discussion, Rick made a motion to re-appoint Matt and was seconded by Troy. The vote was unanimous to have Marilyn prepare a letter to the Park County Commission to ratify the new list of officers with no changes indicated.

#### Water Operator Update (Lucas)

As Lucas was unable to attend the meeting, he sent a written update as follows:

- 1) Meters - All meters will be read by the first of the month unless he runs into an issue with Super 8 or Soda Butte Lodge. He still has 8 fireflies that need to be fixed or replaced due to damage or move during construction and presented the Board with a list of those involved. Parts will be needed after everything is fixed and he is out of spare meters. He will be placing a call with Mosaics to try to fix a few issues within the account structure.
- 2) Well House – Things are still complicated. Chuck from IAC out of Three Forks and they worked until ( pm with little progress. Chuck has some connections with Siemens and will call them ASAP. HE believes that everything points to the 'brains' of the system and will try to get software for the system to help take a look at that. His first trip was free and he will call Lucas back soon to go over the next steps. Chuck has indicated that the only man in MT that works with our type of system in Rob with Terrex, but Rob doesn't return Lucas's calls. Lucas discussed with Chuck the cost of replacing the 'brains' of the system. Chuck indicated that it would cost the same as replacing the entire system, but he doesn't want to go that route unless it's necessary. Lucas is confided that they are headed in the right direction and that Chuck is aware that we need this fixed yesterday.
- 3) Other – Lucas will be shutting of the water to Edens if it is to stay cold. We can't afford to have any hoses or hydrants freezing. He has also noticed a fluctuation with Well #1. It usually pumps out at 20 gpm, but has started pumping at around 40 gpm. This could be nothing to be concerned about because everything else seems fine. Flathead Electric has requested locate on a line behind High Country Motel as they need to put in a new post. Lucas doesn't have most current drawings and wonders of the Board would like him to try to get them for instances just like this.
- 4) Certification – Lucas reported that he has passed his exam, but will not get his certificate until the results are made official through the testing office. AS soon as he receives his certificate, he will distribute copies as needed. He will then be able to get the form for the Board to sign which will make him an 'emergency' operator. At that point, he will need to 'shadow' Jason for a certain # of hours to qualify to become a certified operator. Lucas wants to check if the hours he has already put in with Jason can count toward that time.

#### Clerk Update:

- 1) Marilyn initiated discussion on the unpaid invoice to Bearclaw Petroleum. The incident was reviewed and it was determined that because no one actually saw Mr. Smith create the damage, it would be difficult to prove and a collection agency would have difficulty acquiring payment. Matt made a motion to write-off the invoice and finance charged in the amount of \$527.03 and was seconded by Kay. Motion passed unanimously.
- 2) As far as the annual audit is concerned, Marilyn said that all information has been delivered to Holmes & Turner as scheduled.
- 3) Marilyn indicated that she is late in getting the annual report to Rural Development. This is the time when she has to explain to them why we are still not able to report the amount of water used from the system. Kay stated that the answer is still the same, but with the added problem of not being able to

read the meters through snow and continued issues with the reader and not getting a response to requests for help.

- 4) It's also time to provide information to MT State Fund for worker's comp premium and Marilyn will be working on that.

New Business:

Rick stated that he has acquired the YERC property and produced a written request to have the property totally disconnected from the system. Discussion ensued as to the extent of how to do that. It was agreed that the line needed to be disconnected and capped and the meter removed. The Board asked Marilyn to communicate with Lucas and have him schedule a time to do the disconnect. Rick asked that Marilyn also prorated the remaining bill and close the account.

The subject of the fall meeting schedule was broached. Historically, November meetings have been cancelled and the December meeting moved forward to compensate and accommodate the upcoming holidays. Because of individual schedules and difficulty in producing a quorum, it was decided to go ahead with the October meeting as scheduled and forgo the November meeting in favor of an early December meeting. Kay made a motion to that affect and was seconded by Troy.

Rick brought up Mike Holland's request for water at his Broadway St property behind the Super 8 and what to tell him. Kay expressed concern that now is not the time to consider an annexation because of the issues that Lucas is still dealing with. She believes that the legal requirements for annexation prohibit doing so until the District can determine how much water is being produced and used. She also expressed concern over pressure issues at the far end of the system and that the Board would be setting precedent. Rick agreed and will communicate with the Hollands accordingly.

With no further business to discuss, Rick adjourned the meeting at 7:47 pm. The next meeting will be held October 17<sup>th</sup> at 6:30 at the Community Center.

Respectfully Submitted,

BOARD APPROVAL:

Marilyn Hartley  
District Clerk

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**(Signatures on File)**

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Date: \_\_\_\_\_