



**COOKE CITY, PARK COUNTY WATER DISTRICT**  
**Monthly Board Meeting Minutes**  
**August 21<sup>st</sup>, 2014**  
**6:30 pm**

Location: Cooke City Chamber Conference Room

Board Members in Attendance: Deb Myers, Rick Sommers, Matt Asplund, Troy Wilson  
Lucas Jack, Operator

Public Attendance: None

Minutes taken by Lucas Jack

Confidentiality: Public

Members absent: Kay Whittle

**Agenda:**

- 1) Meeting called to order by Deb Myers at 7:34pm.
- 2) Reading of July minutes & approval. Troy made motion to accept them as presented. Matt Asplund seconded. All in favor..
- 3) Cash report as of 8/16/14 was reviewed and showed a total cash balance of \$164,932.69
- 4) A/R Report from July 31<sup>st</sup> was reviewed with no issues.
- 5) July Profit & Loss report was reviewed.
- 5) Approved and signed August bill payments as follows:

Chk #2475 Asplund Enterprises - \$1437.79 – Grizzly leak repair  
Chk #2476 Bridger Analytical Lab - \$28.00 – August Sample testing  
Chk #2477 CenturyLink - \$42.42 – August phone  
Chk #2478 Flathead Electric – July utility / electric  
Chk #2479 Lucas Jack - \$53.24 – Postage reimbursements  
Chk #2480 Lucas Jack - \$611.82 – August Salary + July extra hours (less deductions)  
Chk #2481 MACo - \$1754.00 – FY15 Liability insurance premium  
Chk #2482 Marilyn Hartley - \$684.98 – Water & Fire July salary (less deductions)  
Chk #2483 Terrex Industries - 1694.00 – Repair services @ wellhouse  
Chk #2484 Verizon Wireless - \$13.16 – July cell phone

**Old Business:**

- 1) Board comments on website: Board liked the website, however, there are a few typos that need fixed, as follows: terms, meeting minutes and operator update.
- 2) Kautz issues update: To be done in September

3) Well house roof repair: Does it need done before winter? This was discussed and it was determined that it doesn't need to be done that soon because it survived last winter with the damages. The Board made a request to find out from Marilyn if the District ever got any payment from the insurance company for the damage.

4) Water rate schedule sheet update: Marilyn has updated her portion of the schedule. The Board discussed the next step. Lucas will fill out the next part of the schedule and present it at the next Board meeting. They are concerned that the total rate structure may be double what we are currently receiving in income each month.

### **Operator Update: (Lucas)**

Water vault conditions/issues update: The vault has been repaired by Terrex Industries. The emergency repair bill was presented by Lucas to the Board. Rick Sommers motioned to pay the bill and Troy seconded. Motion passed unanimously.

Firefly relocations update: No fireflies have been repaired at this time. As it is going into September, Lucas noted that he is getting more time freed up to start these repairs.

3) Software update: Our current software, RVS, was discussed, but the Board determined not to pay the annual support fee until more research has been done on other software options. The Board requested that Lucas present his findings at the next meeting.

4) Update on auto-bleeder(s) for Skunk Hollow: Information has been provided. Lucas is still waiting on quotes on the two types of bleeders that were presented. He believes he can have the quotes with total costs for the next meeting.

### **Clerk Update: (Marilyn)**

1) CCR due: The District had 1 violation in 2013 – the CCR was a little late. However, there have already been 4 violations in 2014: 3 for monitoring and 1 again for being late with the CCR.. Patti Smith told Marilyn early on that the water operator should be doing/helping with the CCR, but MRWS says that our lab should be doing it for us. Marilyn had called them last year and they said that they were too busy to get it done any time soon. Marilyn reported that, if she was going to try to get it done, she will need to do more research on the reporting period and how to include violations correctly. She indicated that she is not an operator like Patti was and can't always interpret the data that needs to go on the report.

2) EOY Closing: Marilyn indicated in her notes that she continues to work on closing FY14 in preparation for the audit and still needs to complete the quarterly report for Rural Development.

3) Copy of By-laws: Deb requested this and a preliminary quick search of the files did not produce any. Marilyn approached Patti to see if she remembered where she kept them, but she didn't remember which of the boxes they might be in, but she is sure they do exist. Marilyn will do a more in-depth search as soon as she can fit it in after Labor Day.

### **New Business:**

1) Review & consider signing budget for FY15: The Board decided that more clarification was needed and called Marilyn. After further discussion, the Board moved to postpone adjusting the budget until the next meeting when Marilyn will be present.

2) Asplund Enterprises invoice: Matt presented a bill for the John Burbuck repair. This repair was again due to Western Municipalities deficient work. Again, the Water Board has covered the cost of this repair regardless that it was beyond the meter pit . . . which would have made the repair the responsibility of the homeowner. Everyone needs to be aware of these types of issues for future budgetary consideration. The emergency bill from Asplund Enterprises was motioned for approval by Troy Wilson and seconded by Rick Sommers. Motion passed.

3) Bob Smith grading: It is obvious that Bob Smith's grading next to the Eden's house did damage to the water system. Lucas brought up the issue and said that Bob graded the road to the point that he hit one of the main shut-off valve covers. As this is the second time that Mr. Smith has destroyed something on the system without owning up to it or doing anything about it, the Board will be reporting the issue with the County Commissioners.

4) Next meeting: September 18<sup>th</sup> at the Community Center @ 6:30pm

The meeting was adjourned by Deb Myers at 8:40pm

Respectfully Submitted,

Marilyn Hartley  
District Clerk

BOARD APPROVAL:

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*Signatures on File*

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