



**COOKE CITY, PARK COUNTY WATER DISTRICT**  
**Monthly Board Meeting Minutes**  
**March 19<sup>th</sup>, 2015**  
**6:00 pm**

Location: Cooke City Fire Station

Board Members in Attendance: Deb Purvis (via phone), Rick Sommers, Troy Wilson  
Lucas Jack (Water Operator), Marilyn Hartley (Clerk)

Members absent: Matt Asplund, Kay Whittle

Public Attendance: Steve Hartley

Chair, Deb Myers, called the meeting was called to order at 6:09pm.

**Agenda:**

- 1) Marilyn read the minutes from the February meeting. Rick made motion to accept the minutes as read and was seconded by Troy. Deb concurred and motion carried. Marilyn also presented the corrected January minutes for signature.
- 2) Cash report as of 1/31/15 was reviewed and showed a total cash balance of \$166,078.96
- 3) A/R Report from February 28<sup>th</sup> was reviewed with no immediate issues noted.
- 5) The February Profit & Loss report was reviewed with no comment.
- 5) Board members approved and signed bill payments for March as follows:

Chk #2536 American Bank Card Services - \$176.99 – IPage web hosting  
Chk #2537 CenturyLink - \$42.44 – March Phone  
Chk #2538 Flathead Electric - \$1006.27 – February electric  
Chk #2539 Lucas Jack - \$415.58 – March Salary (less deductions)  
Chk #2540 Marilyn Hartley - \$659.98 – March Water & Fire salary (less deductions)  
Chk #2941 Verizon Wireless - \$13.15 – February cell phone

**Old Business:**

- 1) Locating By-laws: Marilyn hasn't been able to locate them yet. Deb will ask Gary Brown what he recalls about them.
- 2) Update of Lucas's contract: Marilyn brought an updated contract for Lucas. Troy made a motion to add website maintenance to Lucas's agreement, too. Rick seconded and Lucas agreed that he wanted it on. Deb concurred and motion passed
- 3) Hydrant maintenance schedule: Flow testing of hydrants needs to be done. IT was decided that Lucas will call Britton at NYP to get him here to do it ASAP.
- 4) Water rate schedule discussion: Nick Clos from Rural Water Systems says we 1-1.5 years out from this due to the meter failures that make it impossible to get accurate information on water usage. He recommends considering in an increase to the current EDU rate. An increase will require a minimum of 3 public

meetings and Nick has offered to attend all three. Marilyn will provide the financial information needed to Lucas for Nick to use in calculating an appropriate amount. Nick has also talked with Rural Development about the problems the District has been having and RD has indicated that they will not take any action against the District at this time. There was discussion related to user reaction to an increase.

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

The surge protector has gone out and Badger has discontinued everything we have from them. Lucas has been told that it will cost more to piece it out than simply purchase a new one and an estimate of nearly \$11,000 was given for a new one. Lucas will try to get a 2<sup>nd</sup> quote before following through with it. The results of Red Tiger's tests on the well were fine, so something weird is going on externally. Lucas is working with John at Flathead Electric to evaluate the external equipment and connections. Rick expressed concern that there might be more issues and Troy asked Lucas about warranties. Lucas will look into warranties after the issues are determined and a need is established. John from Flathead Electric noticed that his company hadn't put a surge protector on the roof of the well house as they would normally do in Cooke City. Meanwhile, a technician from Red Tiger Drilling will troubleshoot pump 1. They recommend that if the District replaces the pump that we upgrade from a 5.0 HP pump to one with 7.5 HP. Rick made a motion that Lucas continue with his testing, but that things need to be fixed by the beginning of June. He considers the surge protector and pump to be parts of the same repair and that Marilyn shall notify the insurance company that the pump may be part of the District's insurance claim, too. Troy seconded the motion, Deb concurred and motion passed.

Lucas stated that he needs more fireflies. HE has no more left and he can only purchase them by the case anymore. The cost is approximately \$1200 for a case of 12. Marilyn suggested that the Board could use out of its Short-Lived Asset savings to purchase meters and fireflies. Troy made a motion to do so and was seconded by Troy. Deb agreed, so motion passed. Lucas will get pricing for new meters and determine how many are needed at this time.

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

Marilyn reported that she contacted American Bank to set up read-only access to the District's bank accounts for Deb. Andy at the bank said to have Deb call him to get it done and Marilyn gave Deb his phone number and email.

The RD quarterly reports are behind, but Marilyn is working on getting caught up. It has been an extremely busy few months for her with her other endeavors. She also reminded the Board that an election will be coming up in the fall. Deb Purvis, Rick Sommers and Troy Wilson will have their terms expire at that time.

### **New Business:**

- 1) Discussion was had as to making a permanent change to the monthly meeting time. Emergency Services has requested that the Water District move their meeting up to 6:00pm because it gets so late by the time they finish their meeting. Troy made the motion to do so and was seconded by Troy. Deb affirmed and motion passed.
- 2) Lucas notified the Board that it's time for him to acquire the required CECs for his license and will do so at his own expense. He also suggested that continuing education be added to his contract to indicate that it is necessary that he maintain his license at his own expense.

3) The subject of April's meeting was brought up. It appears as though there will not be a quorum and there was concern about Lucas needing further permission for expenditures related to the surge protector and pump. Troy made a motion to cancel the April meeting with understanding that the Board will figure out how to conduct an emergency meeting electronically, if necessary. Rick seconded and Deb concurred. Motion passed.

With no further business to attend to, Rick made a motion to adjourn and was seconded by Troy. Deb then adjourned the meeting at 7:11pm

The next meeting is scheduled for May 21<sup>st</sup> @ 6:00pm at the Fire House.

Respectfully Submitted,

Marilyn Hartley  
District Clerk

BOARD APPROVAL:

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\_\_\_\_\_

*Signatures on File*

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