



COOKE CITY, PARK COUNTY WATER DISTRICT
Monthly Board Meeting Minutes
May 21st, 2015
6:00 pm

Location: Cooke City Fire Station
Meeting Room

Board Members in Attendance: **Deb Purvis, Rick Sommers, Kay Whittle, Troy Wilson**
Lucas Jack, Operator

Members absent: Matt Asplund

Public Attendance: None

Chair, Deb Purvis, called the meeting was called to order at 6:43pm.

Agenda:

- 1) Deb read the minutes from the March & April meetings. Rick made motion to accept the minutes as read and was seconded by Troy. All were in favor and motion carried.
- 2) Cash report as of 4/30/15 was reviewed and showed a total cash balance of \$168,149.73
- 3) A/R Report from 4/30/15 was reviewed with no immediate issues noted.
- 5) The April Profit & Loss report was reviewed with no comment.
- 5) Board members approved and signed bill payments for April & May. Troy made a motion to approve and was seconded by Rick. All were in favor to pay the bills as follows:

For April

Chk #2542 MT Unemployment Division - \$17.55 – 3rd Qtr SUTA tax
Chk #2543 US Treasury - \$971.70 – 3rd Qtr 941 taxes
Chk #2701 Bridger Analytical Lab - \$56.00 – Feb & March Sample Testing
Chk #2702 CenturyLink - \$42.48 – April Phone
Chk #2703 Flathead Electric - \$878.42 – March Electric
Chk #2703 Holmes & Turner - \$5650.00 – FY14 Audit fees
Chk #2705 Lucas Jack - \$415.58 – April Salary (less deductions)
Chk #2706 Marilyn Hartley - \$659.98 – April Water & Fire salary (less deductions)
Chk #2707 Verizon Wireless - \$13.19 – March cell phone

For May

Chk #2544 American Bank Card Services - \$72.41 – Selbys Print job
Chk #2545 CenturyLink - \$42.48 – May Phone
Chk #2546 DataMatic - \$3570.00 – Annual Tech Support fee
Chk #2547 Flathead Electric - \$822.35 – April Electric
Chk #2548 Livingston Enterprise - \$24.00 – Audit publication ad
Chk #2549 2705 Lucas Jack - \$415.58 – May Salary (less deductions)

Chk #2550 Marilyn Hartley - \$659.98 – May Water & Fire salary (less deductions)
Chk #2551 Platt - \$5290.00 – New Surge Protector)
Chk #2552 Verizon Wireless - \$13.19 – April cell phone
Chk #2553 Bridger Analytical Lab - \$28.00 – April Sample Testing

Old Business:

- 1) Locating By-laws: Marilyn still hasn't been able to find time to look any further for them, yet. Troy will look into new by-laws. Rick made the motion and Kay seconded. All were in favor.
- 2) Update of Lucas's contract: After discussion, Rick made a motion to accept the new contract. Kay seconded and all were in favor. Motion passed.
- 3) Hydrant maintenance schedule: Emails had been exchanged and Lucas is taking care of this.
- 4) Water rate schedule discussion: Lucas reported that he has sent emails to Nick Clos with MRWS and is waiting for a response. Nick has been out of the office.

Operator Update: (Lucas)

The new pump has been installed. A phone call is needed to DEQ to notify them that we installed a new pump on emergency notice.

Fireflies and meters will be ordered soon. Installation and repairs will continue throughout the summer.

David Kautz called with a notice that his meter was leaking and broken. It was discussed that a bill for repairs needs to be sent to the Mr. Kautz because the meter is inside his house. Lucas is to get the bill to Marilyn to send.

Lucas expressed concern that Matt Asplund hasn't been doing anything with the Board, etc and still has a key to the well house which contains all the supplies.

Clerk Update: (Marilyn)

Marilyn reported that she is working on the usual tasks with nothing out of the ordinary. She stated that the resort tax application was filed on time and the check is in hand. She will be depositing it this week.

At some point, Marilyn was in contact with Matt Asplund who indicated to her that he would be resigning before the fall election. She hasn't yet received anything to that affect. The Board made a conference call to Marilyn regarding this communication. It was discussed that Matt no longer owns property within the District, which is a requirement. Rick made a motion to remove Matt from the Board and was seconded by Troy. All were in favor. A replacement needs to be found.

New Business:

- 1) Insurance funds were received for the replacement pump, but it was later determined that it may have been just 'wear and tear'. Marilyn wanted to know if she should send the money back. It was noted that it unclear as to the real cause of the pump failure, so the Board agreed unanimously to keep the insurance money.

2) The concept of Lucas keeping a log of any and all calls that he receives was discussed and it was suggested that he should purchase a book for that purpose. Troy made a motion and was seconded by Kay. Motion passed unanimously.

With no further business to attend to, Kay made a motion to adjourn and was seconded by Rick. Deb then adjourned the meeting at 7:32pm

The next meeting is scheduled for June 18th @ 6:00pm at the Fire House.

Respectfully Submitted,

Marilyn Hartley
District Clerk

BOARD APPROVAL:

Signatures on File
