



COOKE CITY, PARK COUNTY WATER DISTRICT
Monthly Board Meeting Minutes
June 18th, 2015
6:00 pm

Location: Cooke City Fire Station Meeting Room

Board Members in Attendance: Deb Purvis, Kay Whittle, Rick Sommers, Troy Wilson
Marilyn Hartley (Clerk)

Members absent: Lucas Jack, Operator

Public Attendance: Brandon Richardson, Steve Hartley

Agenda:

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

The minutes from the May meeting were distributed prior to the meeting via email for Board member review. Kay made motion to accept the minutes as presented and was seconded by Troy. Deb and Rick concurred and motion carried.

The Cash report as of 5/31/15 was reviewed and showed a total cash balance of \$190,760.28 of which most is held in mandatory reserve accounts.

The A/R Report from May 31st was reviewed with only one user headed for collection activity.

The May Profit & Loss report was reviewed with no comment.

Following review of invoices presented, Kay motioned to approve all of them and was seconded by Troy. Everyone concurred and Board members signed bill payments for June as follows:

Chk #2554 Bridger Analytical Lab - \$28.00 – May Sample Testing
Chk #2555 CenturyLink - \$42.48 – June Phone
Chk #2556 Flathead Electric - \$1025.18 – May electric
Chk #2557 Lucas Jack - \$415.58 – June Salary (less deductions)
Chk #2558 Marilyn Hartley - \$19.22 – Reimbursement for tax forms & postage from Feb
Chk #2559 Marilyn Hartley - \$659.98 – March Water & Fire salary (less deductions)
Chk #2560 Montana Rural Water Systems – 2015 Membership Dues
Chk #2561 Verizon Wireless - \$13.18 – May cell phone

Old Business:

New Operator Contract: Marilyn asked about the updated contract for Lucas that she sent to last meeting and was informed that it had been signed then. She will look for it in her office.

Board member replacement: As Matt Asplund no longer owns property in the District, he has been disqualified from serving on the Board. He was voted off at the May meeting and Brandon Richardson has volunteered to fill the vacant seat. Kay made a motion to accept his offer and was seconded by Troy. All were in favor and motion passed. Marilyn will start the process of getting him added to the Board by the Park County Commission.

Hydrant maintenance schedule: With the absence of Lucas at the meeting, there was nothing new to report.

Water rate schedule discussion: Rick stated that Lucas continues to work on this.

Operator Update: (Lucas)

In Lucas's absence, Rick indicated that Lucas has a case of fireflies on order and they should be here soon. Discussion regarding the meters ensued with Troy asking about putting a date on Lucas for getting meters up and running so that the 12 months of measuring can begin. Rick said that he thinks the meters should be installed in all houses to solve the problem because they can't be read through the snowbanks. Deb asked Marilyn to call our contact at Rural Development to see if there's an alternative method we can use to facilitate the issues Lucas is having.

Clerk Update: (Marilyn)

Marilyn reported that she has received that tax payments from the county treasures office which she requests on an annual basis. This year, the amount was in excess of \$35,000.

The annual CCR deadline in June 30th and Marilyn expressed frustration with getting it done each year. Last year, Bridger Analytical helped so she'll ask them again and keep working on it.

Because there was an auto stop on the direct transfers from the checking account and the 2 reserve accounts that Marilyn didn't catch up to, the District is behind in building those funds. Marilyn requested that she be allowed to move \$4000-\$5000 from checking to the Debt Reserve account to finish meeting the reserve requirements from Rural Development. She would then like to increase the monthly transfers to the Short-Lived Asset reserve account to an amount that would meet the requirement in that account within a 12 month period. Kay made the motion to grant permission to do both and was seconded by Rick. Motion carried unanimously.

Marilyn asked the Board if there are any projects that are planned for the new fiscal year for the purposes of getting a budget document ready for the July meeting. The only one mentioned was the ongoing Skunk Hollow issue. Rick believes that the only real way to fix it is to loop the system, but there isn't money to do that. The concept of requesting additional Resort Tax funds was brought up and Marilyn volunteered to also ask Kristen at Nittany Grantworks about potential grants to fix the problematic sytem. She also offered to ask Parks Frady about the engineer he recommended when he initially left CTA. Marilyn also brought up the concept of looking into whether refinancing the District's 4 loans with Rural Development would be beneficial. Other cities and counties have done it with RD on occasion. It was set aside for future consideration.

New Business:

Marilyn asked if she should be billing for water at the new fire station. After some discussion, Troy made a motion to table the issue until the new addition is completed . . . hopefully within the next 12 months. Kay seconded the motion and it passed unanimously.

Deb asked if anyone had located a copy of the by-laws yet. No one had, so Marilyn offered to do her best go through the 9 or 10 boxes of stuff the previous clerk had turned over with a "fine tooth comb" by the next meeting.

Kay reported that there will be a group of bicyclers passing through town again this year who are requesting to be able to fill their water truck(s) up to 4 times. They are willing to pay and the Board needs to decide how much to charge. Several figures were tossed around until Kay made a motion to charge \$100 per truck fill and was seconded by Troy. All were in favor and motion passed.

Adjourn:

With no further business to attend to, Troy made a motion to adjourn and was seconded by Kay. Deb then adjourned the meeting at 7:08pm.

The next meeting is scheduled for July 17th @ 6:00pm at the Fire House.

Respectfully Submitted,

Marilyn Hartley
District Clerk

BOARD APPROVAL:

Signatures on File

Date: _____