



**COOKE CITY, PARK COUNTY WATER DISTRICT**  
**Monthly Board Meeting Minutes**  
**October 22<sup>th</sup>, 2015**  
**6:00 pm**

**Location:** Cooke City Fire Station Meeting Room

**Board Members in Attendance:** Deb Purvis, Troy Wilson, Brandon Richardson  
Lucas Jack, Operator

**Members absent:** Kay Whittle, Rick Sommers

**Public Attendance:** Shelley Nolan

**Minutes by Lucas Jack.**

Chair, Deb Purvis, called the meeting to order at 6:11pm.

The minutes from the Sept meeting were reviewed. Troy made motion to accept the minutes as presented and was seconded by Brandon. Deb was in agreement and motion carried.

The Cash report as of 9/30/15 was reviewed and showed a total cash balance of \$168,387.07 of which all but \$41,541.97 is held in mandatory reserve accounts.

The A/R Report from September 30<sup>th</sup> was reviewed. Everyone seems to be OK for now.

The August Profit & Loss report was reviewed without comment.

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

Chk #2590 Bridger Analytical Lab - \$28.00 – Sept Sample Testing  
Chk #2591 CenturyLink - \$42.44 – October Phone  
Chk #2592 Ferguson Enterprises - \$828.01 – Saddles & curb keys  
Chk #2593 Flathead Electric - \$1166.19 – September electric  
Chk #2594 Marilyn Hartley - \$659.98 – October Water & Fire salary (less deductions)  
Chk #2595 Lucas Jack - \$415.58 – October Salary (less deductions)  
Chk #2596 Montana DEQ - \$188.00 – Annual Community Connectivity fee  
Chk #2597 Montanan State Fund – FY16 Worker’s Comp premium  
Chk #2598 Unemployment Contribution Division - \$5.85 – 1<sup>st</sup> Qtr SUTA tax  
Chk #2599 US Treasury - \$971.70 – 1<sup>st</sup> Qtr 941 tax deposit  
Chk #2600 Verizon Wireless - \$13.19 – September cell phone

**Old Business:**

None

**Operator Update: (Lucas)**

Fireflies and meters are not yet completed as digs took priority before winter snowfall/freeze.

The Skunk Hollow fix has been put in place and should be completed by the following day.

The bid for cleaning and inspection of the tank has been received. The amount is \$3070.00. The company is unsure if they can get to us before snow flies, but will put us on the list for in the spring if unable to do it this fall.

The Martinesons' installation has been completed and Marilyn has been notified to begin billing them. The Rhone dig has also been completed and the Hufford work will be next.

A meeting with Nick Clos has been temporarily set aside in favor of working with Shelley Nolan who is in attendance.

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

Update on By-laws – Ken Hufford provided an unsigned copy of the last by-laws that were written. She noted that there are obvious changes that will need to be made to accommodate a clerk that doesn't live locally.

FY15 Audit – Nothing new at this time.

Customer list update – Marilyn acquired an updated list of District taxpayers from the Park County Treasurer to begin comparing to our list of our billing accounts. She also ordered a map from county GIS to put addresses on for Lucas.

### **New Business:**

During the Martineson installation, Lucas found some damage that had occurred due to improper grading of the roads. When grading was done in the spring by the County's contractor, the tops of 2 risers going to the main shutoff on Harris St were destroyed and left without any notification to the District. Lucas uncovered this issue when he went to shut off the main line to the Martinesons' to do the installation. Troy motioned to have Marilyn write a letter to Bob Smith regarding this issue and a copy sent to the Park County Commission. Did he call for locates before grading the roads? Lucas is to write up a bill to submit for the repairs of this damage as well as prepare pictures of the damage he found. Brandon seconded the motion and Deb agreed. Motion passed.

Lucas met Shelley Nolan at water school in Bozeman. She is part of a help organization for rural and tribal environmental solutions. He communicated to her all of the issues that the District has been having. Before this meeting, Troy gave her a tour of the system and then chatted with the Board regarding issues that she sees with our system. She sees the issues with the pumps and others to do with overall functioning of the system itself. Shelley will look for financial help for us as well as talking to the State's engineers and people who would be willing to help us start heading in the right direction. She will present her discoveries either via phone or in person at the December meeting and provide more information at that time. Shelley will also be able to help us re-evaluate our rate structure for possible increase.

Brandon brought up the issue of air in the water lines. This is either from a leak in town or from one of the valves in the PRV vault. Troy motioned that the PVR vault be evaluated ASAP to see if the problem is there. Brandon seconded and Deb agreed. Motion passed.

The subject of the November/December meeting schedule was addressed. As usual, there will be no meeting in November and it was decided to schedule the next meeting for December 17<sup>th</sup>.

With no further business to attend to, Troy made a motion to adjourn and was seconded by Brandon and Deb adjourned the meeting at 7:03pm.

The next meeting is scheduled for December 17<sup>th</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: \_\_\_\_\_