



COOKE CITY, PARK COUNTY WATER DISTRICT
Monthly Board Meeting Minutes
May 12th, 2016
4:00 pm

Location: Chamber Meeting Room

Board Members in Attendance: Deb Purvis, Kay Whittle, Rick Sommers, Troy Wilson
Lucas Jack, Operator & Marilyn Hartley, Clerk

Members absent: Brandon Richardson

Public Attendance: Scott Aspenlieder & Robert Rick Stryker from PEC Engineering
Matt Asplund, Gary Brown, Donna Rowland, Bill Whittle, Randy Ecklund & Rick from
Soda Butte Lodge, Steve Hartley

Deb Purvis called the meeting to order at 4:08 pm.

Deb immediately rearranged the order of meeting to address new business items to allow for public concerns to be addresses earlier in the evening.

The engineers reported on the work that they did with Lucas earlier in the day and concerns they have with the system. Their main concerns are the source of water supply because there is no redundancy in the system and issues with distribution have yet to be determined. They have produced another checklist for Lucas to do to check for leakages and mal-functions. The record drawings appear to be duplicates of the 'as constructed' drawings which complicates things. Digging up is premature at this point. While the wells are the heart of the problem, distribution is the primary focus for now. Their current recommendation is to see about modifying the wells or drilling a new one. Lucas indicated that he would be able to get to checking valves, volumes & pressure within the next 2 weeks. Discussion was had as to providing help to Lucas to get the punch list completed as soon as possible due to seasonal business constraints. In the end, Bill Whittle volunteered to help Lucas locate and dig up all of the valves on the east side of town within the next week to check for broken or closed ones. An executive meeting was scheduled for Thursday, May 19th at 6:00pm to review and potentially further authorize Lucas to address any additional issues that he might find. Troy made the motion and Rick seconded. All were in agreement and motion passed.

The engineers have determined that the meters were never compatible with the data transfer system and the Great West engineer should have caught that. Therefore, it's apparent that the original engineer holds some liability for negligence because it doesn't meet usual specifications. This makes quantifying things difficult. Scott believes that the original contractor is probably off the hook.

Discussion on the emergency loan was tabled, as was discussion regarding the emergency hiring of a contractor to work with the engineers.

The engineers were asked about the necessity of an emergency declaration. They confirmed the importance of having one in place. After further discussion and review of an emergency declaration document, Rick made a motion to have Deb sign it and was seconded by Kay. All were in favor, and Deb signed the document. Marilyn will see that it gets filed with the Park County Clerk & Recorder.

The scope of the engineering contract will need to be modified because of the results of their initial evaluation. PEC Engineering will provide the language and numbers for such a change.

Lucas brought up the concept that a French drain may be needed at the recommendation of the engineers. Troy made a motion for Lucas to install the French drain within the next 30 days. Kay seconded and motion passed unanimously.

There was some discussion on the town's historical water rights and usage.

The minutes from the March and April meetings were reviewed. Troy made a motion to accept the minutes as presented and was seconded by Kay. All were in agreement and motion carried.

The Cash report as of 4/30/2016 was reviewed and showed a total cash balance of \$165,877.55 of which all but \$38,981.56 is held in mandatory reserve accounts.

The March & April Profit & Loss reports were reviewed with no notable comments.

The A/R Report from 4/30/16 was reviewed. No immediate issues were noted.

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

April:

Chk #2649 Bridger Analytical Lab - \$28.00 – March Sample Testing
Chk #2650 CenturyLink - \$51.65 – April Phone
Chk #2651 Flathead Electric - \$1080.68 – March electric
Chk #2652 Lucas Jack - \$415.58 – April Salary (less deductions)
Chk #2653 Marilyn Hartley - \$659.98 – April Water & Fire salary (less deductions)
Chk #2654 Unemployment Bureau – \$5.86 - 3rd Qtr SUTA tax
Chk #2655 Verizon Wireless - \$13.23 – March cell phone
Chk #2656 US Treasury – \$971.70 - 3rd Qtr Payroll tax deposit

May:

Chk #2657 USPS – \$100.47 - Certified postage & 2 rolls of stamps
Chk #5658 Bridger Analytical Lab - \$28.00 – April Sample Testing
Chk #2659 CenturyLink - \$44.55 – May Phone
Chk #2660 Holmes & Turner - \$3900.00 – Partial FY15 Audit fees
Chk #2661 Lucas Jack - \$415.58 – May Salary (less deductions)
Chk #2662 Marathon Printing - \$79.00 – 2 boxes of envelopes
Chk #2663 Marilyn Hartley - \$81.98 – Reimburse for Recorder & scan disk
Chk #2664 Marilyn Hartley - \$659.98 – April Water & Fire salary (less deductions)
Chk #2665 Matovich, Keller & Murphy PC - \$2732.48 – Services to date
Chk #2666 MT Rural Water Systems - \$150.00 – 2016 Connectivity fee
Chk #2667 Verizon Wireless - \$13.22 – April cell phone

Old Business:

Discuss/Sign MOU – Troy made a motion to allow Deb to sign the MOU with Park County for the \$20,000 loan to pay for the hydrologic analysis. Kay seconded and all were in favor, so Deb signed the document. Marilyn will see that it is presented to Park County.

Discuss/ Sign Resort Tax contract – Kay made motion to sign the contract for the annual \$20,000 allotment. Troy seconded and motion passed unanimously. Marilyn will submit request along with signed contract.

Operator Update: (Lucas)

Other than what has just been discussed, Lucas had nothing new to report.

Clerk Update: (Marilyn)

Hook-Up Request – Dave Griffin from west side of town contacted Marilyn to request hookup to the system. The Board determined that he is not in the water district and is not eligible to hook up and Marilyn will be communicating with him accordingly.

With no further business to attend to, Troy made a motion to adjourn and was seconded by Rick. With no objection, Deb adjourned the meeting at 6:03 pm.

Respectfully Submitted,

Marilyn Hartley
District Clerk

BOARD APPROVAL:

Signatures on File

Date: _____