



**COOKE CITY, PARK COUNTY WATER DISTRICT**  
**Monthly Board Meeting Minutes**  
**January 5<sup>th</sup>, 2017**  
**6:00 pm**

**Location:** Cooke City Community Center Meeting Room

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

**Members absent:** Kay Whittle, Brandon Richardson

**Public Attendance:** Dustin Riehm, Steve Hartley, Rick Stryker(via phone)

Chair, Deb Purvis, called the meeting to order at 6:08pm.

The minutes from the October & November meeting were reviewed. Troy made motion to accept the minutes as presented and was seconded by Rick. All were in agreement and motion carried.

The Cash report as of 12/31/16 was reviewed and showed a total cash balance of \$135,408.82 of which all but \$8,461.93 is held in mandatory reserve accounts.

The November & December Profit & Loss report was reviewed with no comment.

The A/R Report from December 31<sup>st</sup> was reviewed Marilyn pointed out that J & D Deli will be receiving a delinquent notice and that Alpine Motel is behind.

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

November:

Chk #2733 Quality Propane - \$228.96 – Propane fill @wellhouse  
Chk #2734 Century Link - \$52.23 – November well house phone  
Chk #2735 Flathead Electric - \$925.03 – October Electric  
Chk #2736 Hartland LLC (Marilyn) - \$700.00 – November Accounting Services  
Chk #2737 Lucas Jack - \$415.58 – November Salary (less deductions)

December:

Chk #2738 Matovich, Keller & Murphy - \$3481.13 – Oct & Nov Legal Services  
Chk #2739 Performance Engineering - \$14,039.75 – Oct & Nov Engineering Services  
Chk #2740 Flathead Electric - \$893.58 – November Electric  
Chk #2741 Hartland LLC (Marilyn) - \$700.00 – December Accounting Services  
Chk #2742 Bridger Analytical Lab - \$28.00 – November Sample testing  
Chk #2743 Century Link - \$45.23 – December well house phone  
Chk #2744 Lucas Jack - \$415.58 – December Salary (less deductions)  
Chk #2745 Verizon Wireless - \$13.21 – Nov Cell Phone

January:

Chk #2694 Cooke City Contracting - \$291.50 – Assistance w/ Hahn repair  
Chk #2695 Flathead Electric - \$901.64 – December Electric

Chk #2696 Hartland LLC (Marilyn) - \$700.00 – January Accounting Services  
Chk #2697 Lucas Jack - \$415.58 – January Salary (less deductions)  
Chk #2698 Northwest Pipe Fittings - \$115.38 – Repair supplies  
Chk #2699 Performance Engineering - \$742.50 – Dec Engineering Services  
Chk #2700 Unemployment Insurance - \$2.03 – 2<sup>nd</sup> Qtr SUTA tax  
Chk #2747 US Treasury - \$206.55 – 4<sup>th</sup> Qtr 2016 941 Tax Deposit  
Chk #2748 US Forest Service - \$174.29 – Annual Land Use Permit  
Chk #2749 Verizon Wireless - \$13.21 – Dec Cell Phone

### **Old Business:**

Deb reported on the visit from Great West to view the District's system. Before Thanksgiving, their lawyer sent a request to Emily containing obviously faulty terminology. Deb is optimistic about the lawsuit and will call Emily to see if there's anything else she needs at this point.

Rick Stryker was conference-called in to give some news about the meters. The company that bought out Datamatic is aware of the issues with the fireflies and has offered to make Cooke City Water whole by replacing all of the meters with their better (Zenner) technology for \$75 each, including installation and programming. The District's reader should still work with the new meters. Rick recommended that Lucas contact them directly to get the details and an official proposal. The Board would like to consider a resort tax request to cover this cost.

Copies of previous by-laws and those of Gardiner Sewer & Water were distributed to board members by Deb for initial comparison and review for next meeting. She likes the ones from Gardiner and would like to incorporate a lot of the same language into the District's new document.

### **Operator Update:**

Lucas reported that the new leak at the Hahn's is taken care of and the Alpine leak appears to be on their end. He also notified the Board that there is also a ground water issue at the Hahn's and a leak in the vault. His thought is that it's probably freezing and will try heat tape if the Board will approve the expense. Rick wonders if pressure is breaking the brass fittings, but the heat tape is worth trying. Rick made the motion to approve and was seconded by Troy. Motion passed. Lucas presented a spreadsheet that he is keeping for well readings and plans to keep up-to-date.

### **Clerk Update:**

Marilyn informed the Board that the District is now out of extra funds and she will need to be watching the checking account balance as she pays the bills. Lucas gave a heads-up that there will be a big bill from Bridger Analytical for the 3-year samples he needed to take as well as a bill related to the new Whittle hookup. She also passed along information related to Board elections that were to be held this year. Due to changes made at the State level, the election has been postponed until the spring of 2018.

### **New Business:**

According to the District's auditor, the requirement for an annual audit has been removed. Apparently, the federal government has changed the rules to the extent that it relieves the District of the necessity. Due to the current shortage of funds, Troy made a motion to forgo the audit for FY16 as long as we're sure it's legal. Rick seconded and motion passed. Discussion by the Board indicates that they are leaning toward having an audit every 4 years, but will make a formal decision after FY17 is in the books.

Marilyn also stated that she has not been able to get a formal letter of resignation from Brandon so that the District can proceed with replacing him on the Board. Deb suggested that she keep bugging Brandon.

A brief discussion was had regarding a future rate increase. No decision was made, but the discussion will continue.

With no further business to attend to, Troy made a motion to adjourn and was seconded by Rick. Deb then adjourned the meeting at 7:31 pm.

The next meeting will be scheduled for February 16<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: \_\_\_\_\_