



COOKE CITY, PARK COUNTY WATER DISTRICT
Monthly Board Meeting Minutes
May 16th, 2019
5:00 pm

Location: Cooke City Fire Station Meeting Room

Board Members in Attendance: Deb Purvis, Troy Wilson, Rick Sommers, Brian Boyle, Bill Whittle
Rob Vance, Operator

Members absent: Marilyn Hartley, Clerk

Public Attendance: Scott Aspenlieder (Performance Engineering), Bob Smith & Victor Sandonato

Chair, Deb Purvis, called the meeting to order at 5:09pm with a call for public comment. There was none.

The minutes from the March meeting were reviewed with no additions or corrections noted. Troy made a motion to accept the minutes and was seconded by Bill. Motion passed unanimously.

The Cash report as of 4/30/19 was reviewed and showed a total cash balance of \$230,930.70 of which \$137,943.99 is held in mandatory reserve accounts. There is also \$20,701.53 in tax revenue being held by the Park County Treasurer.

The March/April Profit & Loss report was reviewed with no comment. It reflected a loss of nearly \$3000 for the period.

The A/R Report from April 30th was reviewed with no significant issues.

Following review of April and May invoices presented, Brian made a motion to approve all of them and was seconded by Troy. Everyone was in agreement, so motion passed and Board members signed bill payments as follows:

April: Chk #3029 American Bank Card Services – \$7.35 – Postage for water sample
 Chk #3030 CenturyLink – \$46.60 – April Phone
 Chk #3031 Flathead Electric – \$411.35 – March Electric
 Chk #3032 Gray Dog Services, LLC (Rob) – \$500.00 - April Operator services
 Chk #3033 Hartland LLC (Marilyn) – \$750.00 – April Accounting Services
 Chk #3034 Performance Engineering – \$570.00 – Add'l March & April Engineering fees
 Chk #3035 Verizon Wireless – \$11.76 – March Cell Phone
 Chk #3036 Zenner – \$3335.00 – Mobile handheld unit & radio

May: Chk #3037 American Bank Card Services – \$7.35 – Postage for water sample
 Chk #3038 CenturyLink – \$46.60 – May Phone
 Chk #3039 Cooke City Exxon – \$100.00 – Pipe fittings
 Chk #3040 Energy Laboratories – \$20.00 – April sample testing
 Chk #3041 Flathead Electric – \$574.09 – April Electric
 Chk #3042 Gray Dog Services, LLC (Rob) – \$500.00 - May Operator services
 Chk #3043 Hartland LLC (Marilyn) – \$750.00 – May Accounting Services
 Chk #3044 Verizon Wireless – \$13.25 – April Cell Phone

Old Business:

PER Grant Reporting – Marilyn requested information on who is responsible for the PER reporting and reimbursement requests to the Grantors. Scott stated that he would get with Marilyn to coordinate everything with her.

PER Presentation – Scott Aspenlieder from Performance Engineering gave an overview of what he was going to present to the public the following Monday as relates to the PER. He covered the high points related to site selection, system types, growth planning, costs, grants & funding and recommendation.

Rate Calculation – Deb gave the accountant’s estimate of \$1050 (plus travel, if needed). Brian made the motion to accept the proposal and was seconded by Troy. Motion passed without dissent.

Leak letters – The Board discussed the timing on sending out the letters . . . preferably with the June billing . . . and giving them until June 30th to get their leaks fixed. There are 5 property owners that need to receive a letter.

Contract for Operator – Marilyn did not include another copy of the contract in the meeting packet, so discussion was tabled to next month.

Permit perfection – Deb reported that there was nothing new.

Operator Update:

Meter operations – Rob is still learning how to use the new equipment to re-program everything.

Status of Leaks – Nothing new.

Well house meter readings – Rob is hoping to get the equipment at the well house re-programmed this week. Pump 2 is the only one working consistently. Pump 1 isn’t working and pump 3 runs out of water pretty quickly.

Tank mixer project – Rob reported that the fabricator is scheduled to come next week.

Clerk Update: Marilyn had nothing new to report and is just keeping up with the usual stuff.

New Business:

Unauthorized use of District equipment – Deb expressed concern over understanding that customers were using District equipment. Rob explained what was going on in those instances, so there is nothing to be concerned about.

Educating users about frozen services – Deb asked for discussion related to education users on the causes of winter freezing and what to do when it happens. Troy stated that he didn’t think that it would make any difference and that most people would still automatically call a Board member or Rob.

Strategic planning timeline – This summer, Deb would like the board members to work with her on a 5 to 10 year plan. Troy thinks a strategic plan is a good idea, but not while the District is still trying to “catch up to the past”. No further comments were made.

Bicycle Club water purchase – Troy has been approached by the Bicycle Club that comes through each year to acquire water during their stay. HE wanted to know what other Board members thought about how much to

charge and whether there was enough water to supply them with the 10-15,000gallons they are projecting to need. Rob said that if they are only allowed to get water early in the morning or later in the evening, the supply should hold out. As far as what to charge, Victor expressed concern over the community's image and suggested that the Board be reasonable. It was determined that \$50 per 1000 gallons would be good with \$500 up front since they hadn't yet paid for the last time..

Public Comment: None

The next meeting will be on the 3rd Thursday of June (the 20th) at 6:00pm in the Fire Station meeting room. If longer discussion on the rate calculation from the accountant needs to take place, the meeting may be scheduled to start a little earlier.

With no further business to attend to, Brian made a motion to adjourn and was seconded by Bill. Deb then adjourned the meeting at 7:30 pm.

Respectfully Submitted,

BOARD APPROVAL: (SIGNATURES ON FILE)

Marilyn Hartley
District Clerk

Deb Purvis, President

Troy Willson, Vice President

Rick Sommers, Board Member

Brian Boyle, Board Member

Bill Whittle, Board Member

Date: _____