



COOKE CITY, PARK COUNTY WATER DISTRICT
Monthly Board Meeting Minutes
June 20th, 2019
5:00 pm

Location: Cooke City Fire Station Meeting Room

Board Members in Attendance: Deb Purvis, Troy Wilson, Rick Sommers, Brian Boyle
Rob Vance, Operator & Marilyn Hartley, Clerk

Members absent: Bill Whittle

Public Attendance: Allen Edens, Donna Rowland, & Victor Sandonato

Chair, Deb Purvis, called the meeting to order at 5:17pm with a call for public comment. There was none.

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

The Cash report as of 5/31/19 was reviewed and showed a total cash balance of \$235,265.35 of which \$137,943.99 is held in mandatory reserve accounts. There is also \$24,805.45 in tax revenue being held by the Park County Treasurer.

The May Profit & Loss report was reviewed with no comment. It reflected a gain of just over \$1100 for the period.

The A/R Report from May 31th was reviewed with no significant issues.

Following review of June invoices presented, Rick made a motion to approve all of them with the exception of Rob's (which was tabled until after discussion of his contract later in the meeting) and was seconded by Brian. Everyone was in agreement, so motion passed and Board members signed bill payments as follows:

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 – Nothing new At this time.

PER Grant Reimbursements – Scott Aspenlieder from Performance Engineering has sent the documentation needed to file for the reimbursements over to Marilyn today. She will complete the forms and complete the required process.

Rate Calculation – Troy raised question as to how the billing would work. There was discussion as to whether actual use or a balanced-billing approach would work best. Deb suggested an executive meeting in 2 weeks (by 7/15) to finalize the decision.

Leak letters – Deb tabled this item because there is still uncertainty about who some of the meters belong to.

Contract for Operator – Rob had concerns about the contract amount covering nearly everything he does for the District and a couple of items he thought weren't necessary because they were generally 'understood'. Marilyn explained that the duties were consistent with those for the previous operator and that the items Rob felt were unnecessary were put there simply to clarify the 'independent contractor' relationship between Rob and the District. In the end, there were a few minor wording changes, but the essence of the contract remained. Troy made the motion to approve the contract with the changes and was seconded by Rick. With no objection from Rob, the contract with Grey Dog Services, LLC was approved unanimously. As Rob was then pulled out on a fire call, Marilyn was asked to prepare an updated copy for signatures at the July meeting.

Permit perfection – As a continuum.

Operator Update:

Status of Leaks – Discussion was had related to the frozen lines that surfaced over the winter months and who's responsible for digging them up.

Meter Issues – Rob absent (no report)

Well house meter readings – Rob absent (no report)

Tank mixer project – Rob absent (no report)

Clerk Update:

Marilyn reported that she wrapping up the annual CCR report and has been preparing reimbursement requests from resort tax allocations.

District Credit Cards – Because both she and Rob are now independent contractors, Marilyn expressed concern that having District credit cards for the 2 of them could violate that relationship. She believes they need to pay themselves and request reimbursements on their monthly invoices. Deb expressed full agreement as did Rick. Rick went ahead and made the motion to cancel all District credit cards and was seconded by Brian. Troy had left on fire call, so the affirmative vote of the remaining affirmative votes of the remaining 3 board members passed the motion.

FY20 Budget discussion – Marilyn needs to know if there are any specific items that need to be included in the FY20 preliminary budget. It was decided to give board members until the next meeting to think about it.

New Business:

Duke Complaint letter – Marilyn brought a note from the Dukes expressing dissatisfaction over the water pressure at their place. Board members discussed the potential problems they may be having and asked Rob to go the extra mile to help them figure it out. This will show a willingness by the District to assist customers with their issues.

Public Comment: Victor expressed appreciation for the Board and their good progress on the rate structure. Allen Eden is concerned about the usage numbers in relation to making the rate calculation.

The next meeting will be on the 3rd Thursday of July (the 18th) at 6:00pm in the Fire Station meeting room.

With no further business to attend to, Rick made a motion to adjourn and was seconded by Brian. Deb then adjourned the meeting at 6:58 pm.

Respectfully Submitted,

Marilyn Hartley
District Clerk

BOARD APPROVAL:

Deb Purvis, President

Troy Wilson, Vice President

Rick Sommers, Board Member

Brian Boyle, Board Member

Bill Whittle, Board Member

Date: _____