



COOKE CITY, PARK COUNTY WATER DISTRICT
Monthly Board Meeting Minutes
March 26th, 2026
6:00 pm

Location: Cooke City Community Council Meeting Room

Board Members in Attendance: In person: Ben Zavora
Marilyn Hartley, Clerk & Garrett Maple/Asst Operator
via Zoom: Alex Marienthal, Josh Pierce & Lindsey Tollefson
Spencer Stone, Operator

Members absent: Brian Boyle

Public Attendance: In person: Charlotte Bernhardt , Steve Hartley
via Zoom: Doug Tamke / Triple Tree Engineering, Meg Simone,

Ben called the meeting to order at 6:04pm.

The meeting was opened for public comment for non-agenda items. None was presented

Report from Engineers (Doug Tamke from Triple Tree Engineering)

General Information – Discussion was had related how to fix the continual issues with the tank mixer. Doug suggested that MET reach out to Flathead Electric to see what the cost would be to run electric up to the tank in order to service a different type of mixer. There is concern that a catastrophe could be on the horizon.

There was also a suggestion regarding looking into a new satellite service for the wellhouse that may be free if the District agrees to be a beta test site.

Grant finances – Doug suggested that DNRC funds could be used to address the tank mixer issue.

Permit Perfection – Doug reported that he still hasn't yet received a response from DNRC.

New Rate Structure – There was discussion and review of the public process for adopting the new rate structure previously agreed upon by the board. Marilyn will need to take the lead on it.

Monthly Business:

The minutes from the February meeting was reviewed. Josh made a motion to approve the minutes as presented and Lindsey seconded. All were in favor, so motion passed.

The Cash report as of 2/28/26 was reviewed which showed balances of: \$61,056.82 in checking, \$68,548.20 in regular savings, \$140,012.01 in mandatory saving accounts and \$14,049.18 with the Park County Treasurer.

The Profit & Loss report for January indicated a gain of \$36,850.22 due mostly DNRC grant funds received.

The 2/28/26 A/R Aging report provided indicated that one customer who habitually late is still further out than is acceptable. Ben again indicated that he would personally visit that customer and to not threaten shut-off yet.

Following review of March invoices presented, Lindsey made the motion to approve all of them and was seconded

by Alex. Everyone was in agreement, so Board members signed off on bill payments as follows:

Chk #(ACH) CenturyLink – \$130.35 – February Well house phone & internet
Chk #(ACH) Flathead Electric – \$532.09 – February Electric
Chk #(ACH) QuickBooks – \$410.40 – Annual Online Software fees
Chk #(Debit) Google LLC - \$50.40 – February email fees
Chk #3631 Curb Box Specialists – \$4790.34 – February operator services & reimbursements
Chk #3632 Hartland LLC (Marilyn) – \$825.00 – March Accounting Services
Chk #3633 Montana Rural Water Systems – \$250.00 – 2026 Annual membership dues
Chk #3634 Triple Tree Engineering – \$4596.00 –
Chk #3630 Verizon Wireless - \$39.51 – February cell service

Chk # (ACH) Rural Development - \$ 3478.00 – Monthly loan payments
– Bi-Annual loan payment

Operator Update:

Leak Report/Status – There were 7 leaks in February. All but the one at Miners have been fixed.

Well function report – Operations are running well, but Spencer still remains concerned about the disparity in water pump readings compared to billing. A leak test will be done by Rural Water in June just to be sure that there is no issue with that.

Meter report – The Burr and one of the Alpine meters still need attention. Garrett will look at them soon.

New hookups – None known of, but preparations need to be made to hook up Peter Belschwender as soon as the ground thaws. His contractor will be asked to dig the line.

Assistant Operator Activity/Water samples – Sample testing is up to date, but there are still struggles with mailing them in. Spencer announced that there will need to be a test for plastics which DEQ will pay for.

Miscellaneous items – Spencer reminded the Board that the valves will need to be cleaned out after winter. He will also take the lead in researching different tank mixers and their costs.

***Spencer sends a full report to the Board with full details and other minor issues.

Clerk Update:

Marilyn reported that she continues to work on her usual duties and reminded the Board that they need to electronically sign the new legal description that that sent out by Attorney Woodruff.

Old Business:

Website Update – Meg reported that she knew of no issues at this time

Resort Tax Application / Sewer District Invoice – Josh and Marilyn gave an update the status of the resort tax request for the funds to cover the amount that the Sewer District has refused to pay. They will continue to follow up with the request of the commission for more information.

Appointment new Board Members – Discussion/Consideration was given as to how to fill the 2 vacant seats on the Board. Ben offered to stay on as a regular board member and Charlotte Bernhardt was in attendance to consider offering to fill the other. Board members will take time to consider and vote at the April meeting. New Board members will take their seats at the June meeting.

New Business:

Service Contract with Zenner – Mike from Zenner provided information to the Board regarding Zenner's oversight of requiring a service contract for meter operations. He went over what the Board could anticipate as far as the

annual fees. Ben made the motion the enter into a contract with Zenner for annual servicing of meters and was seconded by Alex. Motion passed unanimously.

Hiring Backup Asst Operator – Discussion was held regarding hiring a 2nd Asst operator to assist Garrett and be a backup for him when he is out of town. Ben made a suggestion which Spencer will follow up on.

An Action Item review was completed so Board members could be reminded of things they have taken responsibility for. Marilyn will begin her process for rate increase, check with the attorney on electronic signatures and follow up with resort tax. Spencer will research tank mixers. Garrett will look into the meters that aren't working.

The next meeting will be held on the 3rd Tuesday in April (the 21st) at 6:00pm in the Chamber meeting room. In order to assist with preparation for a public meeting, the May meeting was set for May 19th at 5:00pm at the Chamber. Board members will plan to attend in person.

With no further business to attend to, Ben made the motion to adjourn and was seconded by Lindsey. Motion passed unanimously and Ben then adjourned the meeting at 8:05pm.

Respectfully Submitted,

Marilyn Hartley
District Clerk

Date: _____

BOARD APPROVAL:

Ben Zavora, Chair

Alex Marienthal, Vice Chair

Ben Boyle, Board Member

Joshua Pierce, Board Member

Lindsey Tollefson, Board Member/ Treasurer