



COOKE CITY, PARK COUNTY WATER DISTRICT
Monthly Board Meeting Minutes
May 19th, 2026
6:00 pm

DRAFT

Location: Cooke City Community Council Meeting Room

Board Members in Attendance: In person: Ben Zavora, Alex Marienthal & Lindsey Tollefson
Marilyn Hartley, Clerk
Via Zoom: Josh Pierce & Charlotte Bernhart

Members absent: Spencer Stone, Operator

Public Attendance: In person: Mary Anne Keyes & Trent Belestri (MSU Extension)
via Zoom: Doug Tamke / Triple Tree Engineering, Meg Simone,
Michael Medini/Zenner, Beth Woodson & Jason (CurbBox Specialist)

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

The meeting was opened for public comment for non-agenda items. Beth Woodson requested that the new, adopted PER be posted to the District's website.

Presentation of PER from Engineers (Doug Tamke from Triple Tree Engineering)

General Information – Nothing new to report.

Grant finances – Doug indicated that the grants are basically on a holding pattern until final decisions are made and covered work proceeds.

Permit Perfection – No response from DNRC yet.

Monthly Business:

The minutes from the April meeting and the special PER meeting were reviewed. Josh made a motion to approve the April minutes as presented and Alex seconded. All were in favor, so motion passed. Ben then made a motion to approve the minutes from the special PER meeting and was seconded by Lindsey. Charlotte abstained from voting, but the rest of the Board members were in favor. Motion passed.

The Cash report as of 4/30/26 was reviewed which showed balances of: \$38,354.54 in checking, \$68,607.38 in regular savings, \$140,093.98 in mandatory saving accounts and \$15,278.94 with the Park County Treasurer.

The Profit & Loss report for April indicated a loss of \$13,615.03 due mostly to a larger payment to Triple Tree Engineering.

The 4/3/26 A/R Aging report provided indicated that one customer who habitually late was still further out than is acceptable but just presented payment at the prior public hearing. Otherwise, there are still a few that are a little late, but not to concerning. Marilyn will keep an eye on those accounts.

Following review of May invoices presented, Lindsey made the motion to approve all of them and was seconded by Alex. Everyone was in agreement (except for Charlotte who abstained), so Board members signed off on bill payments as follows:

Chk #(ACH) CenturyLink – \$130.29 – May Well house phone & internet
Chk #(ACH) Flathead Electric – \$367.38 – April Electric
Chk #(Debit) Google LLC - \$50.40 – April email fees
Chk #3640 Curb Box Specialists – \$3049.77 – April operator services & reimbursements
Chk #3641 Hartland LLC (Marilyn) – \$825.00 – May Accounting Services
Chk #3642 Marilyn Hartley – \$48.74– Reimbursements for Annual iPage fee and laptop diagnosis
Chk #3643 Verizon Wireless - \$39.45 – April cell service

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

Operator Update: (Jason / CurBox)

Leak Report/Status – Reminder that Rural Water is coming in June to detect for leaks.

Well function report – No report.

Meter report – No report.

New hookups – No report.

Assistant Operator Activity/Water samples – Spencer will come to Cooke City in June to work with Ben King on a plan for the mixer repair.

Miscellaneous items – None

***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. She reported that the legal description is complete and will be recorded at the County. She also reported on the results of the diagnosis and repair of the laptop internet issue. The delays she experiences stem from old technology trying to run the newer software. Discussion was had on whether a new laptop was in order. Meg suggested cloud storage. Ben asked for this to be put on the agenda for next meeting.

Marilyn also attended the Park County Commissioner meeting where a decision was made regarding the resort tax request for the unpaid sewer district invoice. The Commissioners granted the Water District only the \$5000 for the missing grant funds, but not the accumulated interest. The Board will need to formally write-off the interest on the books.

Old Business:

Website Update – Meg reported that Charlotte’s email has been set up and Brian’s removed. She and Lindsey will discuss cloud storage options for the next meeting.

Appointment new Board Officers – Alex agreed to take over the Board President/Chair position from Ben. Ben made the motion to appoint him and was seconded by Josh. All were in favor, so motion passed.

Josh agreed to take over the Vice-President position from Alex. Ben made the motion and was seconded by Lindsey. All except Charlotte (who abstained) were in favor so motion passed.

New Business:

Approve Rate increase to customers – Ben summarized the results of the public hearing held prior to this meeting. Lindsey made a motion to revise the proposed increase to reflect a change to the base gallons to 4000 instead of

3000. Alex seconded the motion and no other changes were discussed. All were in favor of the rate increase with the revision. Motion passed.

An Action Item review was completed so Board members could be reminded of things they have taken responsibility for. Marilyn will send out customer notification letters and take care of getting the bank signature card updated for Alex. Lindsey & Meg will research and discuss cloud storage options and MCA code on such.

The next regular meeting will be held on Tuesday, June 16th at 6:00pm in the Chamber meeting room. Charlotte indicated that she will not be able to attend.

With no further business to attend to, Lindsey made the motion to adjourn and was seconded by Alex. Motion passed unanimously and Ben then adjourned the meeting at 7:03pm.

Respectfully Submitted,

Marilyn Hartley
District Clerk

BOARD APPROVAL:

Ben Zavora, Chair

Alex Marienthal, Vice Chair

Charlotte Bernhardt, Board Member

Joshua Pierce, Board Member

Lindsey Tollefson, Board Member/ Treasurer

Date: _____