



**COOKE CITY, PARK COUNTY WATER DISTRICT**  
**Monthly Board Meeting Minutes**  
**November 18<sup>th</sup>, 2021**  
**6:00 pm**

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

**Board Members in Attendance:** Deb Purvis, Jessica Baumgartner, Brian Boyle & Ken Hufford (All via Zoom)  
Rob Vance, Operator (from 7:00pm)

**Members absent:** Marilyn Hartley, Clerk

**Public Attendance:** Matt Asplund & Scott Weisbeck, Engineer

Chair, Deb Purvis called the meeting to order at 6:17pm.

The meeting was opened for public comment with none presented.

Minutes from the October meeting . Ken made a motion to accept the September minutes as presented and was seconded by Brian. Motion passed unanimously

The Cash report as of 10/31/21 was reviewed and showed a total cash balance of \$302,965.71 of which \$138,265.41 is held in mandatory reserve accounts. There is also \$1.60 in tax revenue being held by the Park County Treasurer. The Profit & Loss report from October was reviewed without notable comment. The 10/31/21 A/R Aging report indicates that a few accounts are still past due and are in need of need shut-off notices.

Following review of November & December invoices presented, Brian made a motion to approve all of them and was seconded by Jessica. Everyone was in agreement, so Board members verbally approved bill payments as follows:

November:

- Chk #3304 Asplund Enterprises – \$9984.52 – Repair work on Harris St
- Chk #3305 CenturyLink - \$53.97 – November phone
- Chk #3306 Cushing Terrell – \$6376.65 – Engineering services from July forward
- Chk #3307 Energy Labs – \$22.00 – October Sample testing
- Chk #3308 Flathead Electric - \$319.83 – October Electric
- Chk #3309 Hartland LLC (Marilyn) – \$750.00 – November Accounting Services
- Chk #3310 Verizon Wireless – \$14.47 – October cell phone
- Chk #3311 American Bank Card Services - \$7.95 – Postage for Oct Sample

December:

- Chk #3312 American Bank Card Services - \$21.00 – Postage for Nov Sample & ???
- Chk #3313 CenturyLink - \$66.97 – December phone
- Chk #3314 Cushing Terrell – \$1060.64 – November Engineering services
- Chk #3315 Energy Labs – \$22.00 – November Sample testing
- Chk #3316 Flathead Electric - \$282.55 – November Electric
- Chk #3317 Grey Dog Services, LLC - \$480.00 – Sept/Oct Operator services
- Chk #3318 Hartland LLC (Marilyn) – \$750.00 – December Accounting Services
- Chk #3318 USDA Forest Service – \$193.37 – 2022 Special Use Permit
- Chk #3311 Verizon Wireless – \$15.09 – October cell phone

The Board rearranged the agenda to communicate with Scott Weisbeck, the District's engineer. He resented 2 options for addressing the freezing problem in Skunk Hollow. Jessica motioned and Ken seconded to approve the second option which would connect to the existing main on Hwy 212 and run the line down through Skunk Hollow relocating it to the side of the road and insulating. The new line will then connect to the existing line on the west side of Miller Creek. All were in favor, so motion passed.

**Operator Update:**

Leaks - Rob reported that there are leaks at the Steckmest property and at the Alpine.

Well house - There was a power surge at the well house that tripped the breaker.

Meter issues - Techs at Zenner are at a loss to determine why some of the meters won't read. They will address in it the spring. Meanwhile Rob installed a new meter on the property behind the old Little Bear Drive-in across from Mike Holland.

FS Permit - The Forest Service permit for replacing pump wiring got lost.

New hookups - Two new hookups have not had meters installed yet.

**Clerk Update:**

Nothing new to report.

**Old Business:**

Connect fee – Ken didn't get info from other Districts. A suggestion was made to consider a \$5000 hookup fee + \$150 per foot for anything over 25 feet. Further discussion will take place at the next meeting.

Board Vacancy – No suggestions.

Sewer District letter – Board members need to sign before it is sent.

By-Laws Review – Nothing new to report

Non-District Connections – No new discussion

Permit perfection – Deb will confirm with Scott that there is nothing more to do.

**New Business:**

Application for water assistance – Jessica made a motion to ask Marilyn to complete registration for the District which will allow residences to apply for financial assistance. Ken seconded and all were in favor so motion passed.

The next meeting will be scheduled for the 3rd Thursday of January (which is the 20<sup>th</sup>) at the usual time of 6:00pm.

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

Respectfully Submitted,

Marilyn Hartley  
District Clerk

BOARD APPROVAL:

\_\_\_\_\_  
Deb Purvis, President

\_\_\_\_\_  
Jessica Baumgartner, Vice President

\_\_\_\_\_  
Brian Boyle, Board Member

\_\_\_\_\_  
Ken Hufford, Board Member

\_\_\_\_\_  
Vacancy, Board Member

Date: \_\_\_\_\_