



**COOKE CITY, PARK COUNTY WATER DISTRICT**  
**Monthly Board Meeting Minutes**  
**October 21st, 2025**  
**6:00 pm**

**DRAFT**

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

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

**Members absent:** None

**Public Attendance:** In person: None  
via Zoom: Doug Tamke / Triple Tree Engineering, Meg Simone

Ben called the meeting to order at 6:03pm.

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

**Report from Engineers** (Doug Tamke from Triple Tree Engineering)

Grant finances – Doug is close to be finished with the new PER and will submit it for grant funding as soon as he's done with it. There is no new information on the RRGL grant.

Rate Structure – Board members individually worked on coming up with a new rate structure prior to the meeting. After comparing notes, an increase of \$10/month became the monthly increase that was pin-pointed with a reduction from 5000 gallons to 3000 gallons. It was also determined to reduce the number of additional tiers from 5 to 2.

Permit Perfection – Doug continues to work on this with DNRC.

**Monthly Business:**

The minutes from the September meeting were reviewed. Brian made a motion to approve the minutes as presented and Ben seconded. All were in favor, so motion passed.

The Cash report as of 9/30/25 was reviewed which showed balances of: \$35,674.83 in checking, \$68,487.76 in regular savings, \$139,888.54 in mandatory saving accounts and \$2274.26 with the Park County Treasurer.

The Profit & Loss report for July indicated a profit of \$18,119.84 due to the receipt of allocated resort taxes from 2024.

The 9/30/25 A/R Aging report provided indicate no significant issues with customer payments outside of customers who are usually late.

Following review of October invoices presented, Lindsey made the motion to approve all of them and was seconded by Brian. Everyone was in agreement, so Board members signed off on bill payments as follows:

Chk #(ACH) CenturyLink – \$125.42 – October Well house phone & internet  
Chk #(ACH) Flathead Electric – \$741.96 – September Electric  
Chk #(Debit) Google LLC - \$50.40 – September email fees

Chk #3607 Curb Box Specialists – \$6767.41 – September services & reimbursables  
Chk #3608 Hartland LLC (Marilyn) – \$825.00 – October Accounting Services  
Chk #3609 Higher Ground Fencing – \$3999.80 – 2<sup>nd</sup> half Water tank fencing  
Chk #3606 Verizon Wireless – \$13.95 – September cell phone

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

### **Operator Update:**

Leak Report/Status – Spencer reported that there were 2 leaks at High Country Motel and Yellowstone Trading Post. The pump meters have all been updated, but the system has been down for several days.

Well function report – Everything appears to be working well.

Meter report – The meter at the firehall needs to be changed out and will be done shortly.

New hookups – No new ones besides Belschwender.

Assistant Operator Activity/Water samples – Samples were taken and came back clear. Garrett attended Water School. One of the classes he selected (Leak Management) was cancelled at the last minute, so he attended a different one. Mike from Zenner will be traveling to Cooke City to assist Garrett with meter issues.

Miscellaneous items – The tank mixer has been repaired with Tyler's help. Spencer is working on a connectivity issue with the new cell phone for Garrett and fixing the antennas at the fire house. There is also a need for 5/8" meters.

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

### **Clerk Update:**

Marilyn reported that had nothing outside of the normal to report. Lindsey requested that she send copy of the backup information she used to create the new budget.

### **Old Business:**

Website Update – Meg said that there was nothing new to report.

Sewer District Invoice – Receipt of funds for the unpaid invoice remains on hold until the next round of resort tax allocations. The Water Board plans to request the funds through that avenue.

Water Tank Fence Replacement – Ben reported that the fence has been completed and looks good. Lindsey suggested that a 'no trespassing' sign be added and Spencer will look for one.

District's Legal Description – Marilyn reported that she is working on getting a copy of the new district map for the attorney as requested.

### **New Business:**

Request for renewal of MOU for Resort Tax – Ben informed that he has requested assistance from Mary Anne Keyes at MSU Extension to request that the Park County Commission renew the expired MOU for allocation of resort taxes in order to be able to help keep the new rate increases lower.

Invoice for damages – Discussion was had related to invoicing COPS Construction for repairing damages they created during work on the new sewer system and the time Spencer and Garret had to spend inspecting and advising them on the work.

Preliminary Rate Structure – After continued discussion, it was decided to move forward with the rate structure determined earlier in the meeting. Josh made the motion and Lindsey seconded. All were in favor except for Brian

who abstained from voting. Motion passed. Brian expressed concern that it was too large of an increase at one time and motioned that the change be treated as an inflationary adjustment over 5 years. Ben made the new motion and was seconded by Brian. Motion passed unanimously.

An Action Item review was completed so Board members could be reminded of things they have taken responsibility for. Spencer will order signs & meters. Ben will continue working on the MOU with Park County. Marilyn will send budget backup to Lindsey and continue working with the attorney on the legal description.

There doesn't appear to be a quorum for a November meeting, so the next meeting will be held earlier in December on December 9<sup>th</sup> at 6:00pm in the Chamber meeting room.

With no further business to attend to, Lindsey made the motion to adjourn and was seconded by Ben. Motion passed unanimously and Ben then adjourned the meeting at 7:38pm.

Respectfully Submitted,

Marilyn Hartley  
District Clerk

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

BOARD APPROVAL:

\_\_\_\_\_  
Ben Zavora, Chair

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Alex Marienthal, Vice Chair

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Ben Boyle, Board Member

\_\_\_\_\_  
Joshua Pierce, Board Member

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Lindsey Tollefson, Board Member/ Treasurer