



COOKE CITY, PARK COUNTY WATER DISTRICT
Monthly Board Meeting Minutes
February 17th, 2026
6:00 pm

DRAFT

Location: Cooke City Community Council Meeting Room

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

Members absent: Brian Boyle

Public Attendance: In person: Brad Koon & Pierce Brown/Triple Tree Engineering & Dave Eiermann
via Zoom: Doug Tamke / Triple Tree Engineering, Meg Simone,
Bobbie Schuler/ MT Rural Water

Ben called the meeting to order at 6:05pm.

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

Report from Engineers (Brad Koon & Doug Tamke from Triple Tree Engineering)

General Information – Discussion was had related to the issues with gallons pumped versus gallons billed. Brad informed that there is a fix for pump operation and Bobbie made an offer to use MRWS's leak detector to evaluate District water lines for any leaks. It was determined that May or June would be the best time to do it.

Grant finances – Marilyn confirmed that the grant funds from TSEP have been received. Doug discussed the MCEP & RRGL grants that he is working on, their deadlines and requirements.

Permit Perfection – Doug reported that he has submitted the usage information that Marilyn had provided, but hasn't yet received a response.

New Rate Structure – Bobbie evaluated the new rate structure proposed by the Board and reviewed the basic process for adopting a resolution. It was realized that the proposed rate structure may not have officially been voted on, so Lindsey made a motion to do so and was seconded by Josh. Motion passed unanimously. A schedule for the process of meeting the public requirements for adoption will be further established at the next meeting.

Monthly Business:

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

The Cash report as of 1/31/26 was reviewed which showed balances of: \$25,756.13 in checking, \$68,548.20 in regular savings, \$140,012.01 in mandatory saving accounts and \$11,375.51 with the Park County Treasurer.

The Profit & Loss report for January indicated a loss of \$14,450.35 due mostly to the larger bi-annual loan payment.

The 1/31/26 A/R Aging report provided indicated that one customer who habitually late continues to be further out than usual. Ben again indicated that he would personally visit that customer and to not threaten shut-off yet.

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

Chk #(ACH) CenturyLink – \$130.35 – January Well house phone & internet
Chk #(ACH) Flathead Electric – \$607.53 – January Electric
Chk #(Debit) Google LLC - \$50.40 – January email fees
Chk #3626 Curb Box Specialists – \$5323.39 – December/January services
Chk #3627 Hartland LLC (Marilyn) – \$825.00 – February Accounting Services
Chk #3628 Huppert, Swindlehurst & Woodruff – \$2115.00 – Legal description work
Chk #3629 USPS/Postmaster – \$250.00 – Annual PO Box rental
Chk #3630 Verizon Wireless - \$39.49 – January cell service

Chk # (ACH) Rural Development - \$ 3478.00 – Monthly loan payments
\$15,079.00 – Bi-Annual loan payment

Operator Update:

Leak Report/Status – A leak at Miners has been fixed.

Well function report – Spencer reported that the system is still operating OK with only one pump.

Meter report – No significant issues.

New hookups – None known of.

Assistant Operator Activity/Water samples – Spencer will be taking the February sample back with him in the morning. There may be issues at the USPS in handling the samples as they are arriving frozen.

Miscellaneous items – Spencer informed that Garrett has found a broken float in the tank again. Discussion was had as to whether it would be a good idea to look in to getting a bottom mixer to replace the existing top mixer to prevent the continual problem with ice. He also advised the Board that Zenner had dropped the ball on billing the District for their annual support fee and will be billing for it soon. They will not be back-billing for any years they missed.

***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 with the addition of the upcoming resort tax application.

Old Business:

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

Sewer District Invoice – The Board re-visited the intention of submitting the request for the funds owed by the Sewer District. In the end, it was decided to follow through with it with Marilyn and Josh taking the lead.

District's Legal Description – Attorney Woodruff provided a revised copy of the legal description in the form of a resolution which the Board received in advance of the meeting for review. Ben made a motion to adopt the new version and was seconded by Alex. All were in favor, so resolution passed. Marilyn informed that Board members would receive emailed copies for electronic signature from the attorney.

New Business:

Elections Results – Marilyn informed that there were no registrations for Board seats, so no election will be held and the Board will now need to appoint 2 members. Ben volunteered to continue on the Board, but not a

Chair/President. Lindsey said that she thought that a new community member, Charlotte Bernhardt, might be convinced to accept the remaining seat.

An Action Item review was completed so Board members could be reminded of things they have taken responsibility for. Marilyn will complete the resort tax applications and work with Josh on them as needed. Lindsey will touch base with Charlotte Bernhardt to see if she is interested in serving on the Board. Spencer will contact Zenner regarding the annual support invoice.

The next meeting will be held on the 4thThursday in March (the 26th) 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 Josh. Motion passed unanimously and Ben then adjourned the meeting at 8:03pm.

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