

BOARD OF COMMISSIONERS
 KITTITAS COUNTY WATER DISTRICT #7
 (Sunlight Waters)
 Board of Commissioners: Vince Konkler, Letha Ihrke

MINUTES of the regular meeting of the Board of Commissioners, held **Jan 11, 2024**, at the Sunlight Waters Country Club. Those attending were Commissioner Vince Konkler, Commissioner Letha Ihrke, clerk Bonnie Callecod, clerk Toni Taylor, District Employees Jerry Ihrke and AJ Baugh and community member Jeff Schultz

The meeting was called to order by Commissioner Vince Konkler at 6:04 p.m.

The minutes of the regular meeting held Dec 14, 2023 were read. Letha moved and Vince seconded to approve the minutes. The motion passed unanimously.

Treasurer's Report:

Fund 670 010*	Balance as of 12/11/2023:	184,858.59
(General Fund)	Expended claims payments	9080.01
	Expended payroll	4300.49
	Water Sales	6426.76
	Excise Tax	410.53
	Balance as of 12/31/2023:	178,315.38
Fund 670 022	Balance as of 12/11/2023:	55,137.22
(Capital Improvements Fund)	Deposits (New Connection Fees)	0.00
	Expenditures	0.00
	Balance as of 12/31/2023:	55,137.22
Fund 670 031	Balance as of 12/11/2023:	44,103.57
(Fund to repay Public Works Trust Fund Loan)	Water Tank Assessment (10.00/pmt)	1020.00
	Supplemental Deposit (3.00/pmt)	306.00
	Payment	
	Balance as of 12/31/2023:	45,429.57
	OUTSTANDING BALANCE OF DWSRF LOAN	68,349.53

Total Monthly Revenues	8163.29
Total Monthly Expenditures	13,380.5

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Kittitas County Water District #7
General Ledger Report
(from Kittitas County Office of the Treasurer)
12/1/2023 -12/31/2023

670 010 Kittitas County Water District #7 Maintenance
(Operating Budget)

Beginning Cash on Hand	\$211,511.67
Total Received	\$11,016.51
Total Disbursed	-\$9,131.22
Ending Cash on Hand	\$213,396.96

670 022 Kittitas County Water District #7 Capital Improvements

Beginning Cash on Hand	\$54,937.22
Total Received	\$0.00
Total Disbursed	-\$0.00
Ending Cash on Hand	\$54,937.22

670 031 Kittitas County Water District #7 Maintenance
(PWTF Loan Repayment Funds)

Beginning Cash on Hand	\$40,802.51
Total Received	\$2,028.00
Total Disbursed	0.00
Ending Cash on Hand	\$42,830.51

Ending Bonds Outstanding \$68,349.53

Letha made a motion to approve the treasurer's report and Vince seconded. The motion passed unanimously.

Water Usage Report

Average daily water usage is currently running between 23K-25K. Residuals are good at .30-.43. Water usage was up in December and there some days of double pumping.

Water pumped through December 2023: 31.29 acre-feet
Water pumped through December 2022: 27.75 acre-feet
Water pumped through December 2021: 27.24 acre-feet

Water pumped January 1-31, 2023: 768,775 gallons
Water pumped February 1-28, 2023: 867,548 gallons
Water pumped March 1-31, 2023: 771,246 gallons

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Water pumped April 1-30, 2023: 640,230 gallons (estimated)
 Water pumped May 1-31, 2023: 1,057,958 gallons (estimated)
 Water pumped June 1-30 2023: 1,262,975 gallons
 Water pumped July 1-31 2023: 1,336,225 gallons
 Water pumped August 1-31 2023: 1,036,375 gallons
 Water pumped September 1-30 2023: 747,410 gallons
 Water pumped October 1-31 2023: 552,570 gallons
 Water pumped November 1-20 2023: 474,270 gallons
 Water pumped December 1-31 2023: 682,750 gallons

Repair & Maintenance Report

A couple of meter numbers need to be updated. The data logger install/repairs are still pending due to the holidays. A torch for warming frozen faucets has been purchased. We are looking into adding two water test valves. The rodent problem in the bake building seems to be resolved.

Meter Reader Report

New tags are needed for many meters, so we will be looking to the cost of those. Jeff Schultz is interested in the potential of partnering with AJ to read meters or at least learn how to do the job as a potential back up.

Old Business

Current water connections: 234 active accounts (out of 267 available connections).

Potential Delinquency Log (customers owing more than \$165.00 – This was not discussed as we are currently not applying late fees or enforcing shut offs during the new billing cycle transition.

Property Sales-
 N/A

Commissioner Vacancy – Jeff Schultz expressed interest in filling the empty commissioner seat. After discussion of what the job entails along with time commitments, Letha moved that Jeff fill the Commissioner Position 2 role. Vince seconded and the motion passed unanimously. Clerk Toni Taylor will work to get Jeff on board with new paperwork and Letha will work with the auditor’s office to arrange for the official swearing in.

New Business

Asset Management – Vince is going to work in 2024 to implement an asset management process for KCWD7. Will look to other commissioners and Jerry to assist in inventory assessment.

CLAIMS PAYMENT REQUEST

02669	PUGET SOUND ENERGY	Adm	January Power Bill	670 010 5340040	59.61
02669	PUGET SOUND ENERGY	Adm	January Power Bill	670 010 5340040	581.39
01517	GRAY & OSBORNE INC	Adm	Invoice 7 Water System Plan Amendment	670 010 5340040	85.61
	HOPKINS, AMY	Adm	Reimburse Website Domain Update	670 010 5340040	20.00

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	MARTEN LAW	Adm	Class action Exclusion Inv 44095841	670 010 5340040	210.00
00252	EVERGREEN VALLEY UTILITIES	Adm	Water Operator Fee	670 010 5340040	100.00
02740	CALLECOD, BONNIE	Adm	Reimburse Boost Mobile	670 010 5340040	130.00
04861	TAYLOR, TONI	Adm	Reimburse mileage: 247 and postage	670 010 5340040	180.57
00139	WA STATE DEPT OF REVENUE	Adm	Q4 Excise Tax	670 010 5340020	2705.62
00137	EMPLOYMENT SECURITY DEPARTMENT	Adm	Q3 Unemployment Insurance	670 010 5340020	37.20
00003	DEPARTMENT OF LABOR & INDUSTRY	Adm	Q3 LNI	670 010 5340020	209.32
00110	INTERNAL REVENUE SERVICE – Employer Contributions <i>(held by Kittitas County Water District #7 to pay IRS via EFTPS)</i>	Adm	Social Security & Medicare – Employer Contributions to IRS for December	670 010 5340020	1036.60
DO NOT GENERATE WARRANT					
TOTAL					5355.92

PAYROLL:

04861	TAYLOR, TONI	Payroll	670 010 53410	2334.72
D0047	KONKLER, VINCE	Payroll	670 010 53410	66.72
D0012	IHRKE, LETHA	Payroll	670 010 53410	660.93
B9417	IHRKE, JERRY	Payroll	670 010 53410	26.34
06209	BAUGH, ANDREA J	Payroll	670 010 53410	159.55
00520	EMPLOYMENT SECURITY – PFML	Paid Family & Medical Leave	670 010 520	23.40
07378	EMPLOYMENT SECURITY – WA CARES	Paid Family & Medical Leave	670 010 520	23.35
00110	INTERNAL REVENUE SERVICE – Employee Contributions <i>(held by Kittitas County Water District #7 to pay IRS via EFTPS)</i>	Tax, Social Security & Medicare – Employee Contributions to IRS for December	670 010 520	729.07
DO NOT GENERATE WARRANT				
TOTAL				4024.08

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Approve Claims Payment Request in the amount of \$ **5355.92**

Approve payroll in the amount of \$4024.08

Total submitted for claims & payroll: \$9380.00

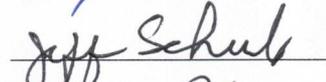
Letha moved the water district pay the claims and payroll as listed above. Vince seconded and the vote passed unanimously.

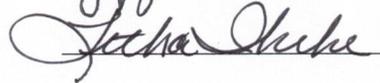
The meeting was adjourned at 7:37p.m.

Next regular meeting: Feb 8, 2023, 6:00 p.m.

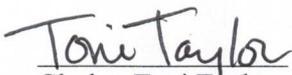
Commissioners

 Vince Konkler

 Jeff Schultz

 Letha Ihrke

Attest:


Clerk – Toni Taylor