

BOARD OF COMMISSIONERS
 KITTITAS COUNTY WATER DISTRICT #7
 (Sunlight Waters)

Board of Commissioners: Vince Konkler, Letha Ihrke, Jeff Schultz

MINUTES of the regular meeting of the Board of Commissioners, held ^{Mar 14} ~~Feb 8~~, 2024, at the Sunlight Waters Country Club. Those attending were Commissioner Vince Konkler, Commissioner Jeff Schultz, clerk Bonnie Callecod, clerk Toni Taylor, District Employee Jerry Ihrke along with community members Gary and Carol Klinge. Commissioner Letha Ihrke attended via phone.

The meeting was called to order by Commissioner Vince Konkler at 6:05 PM.

The minutes of the regular meeting held Feb 08, 2024 were read. Jeff moved and Vince seconded to approve the minutes. The motion passed unanimously.

Treasurer's Report:

Fund 670 010*	Balance as of 1/31/2024:	189,269.96
(General Fund)	Expended claims payments	1185.74
	Expended payroll	5324.89
	Water Sales	12,546.01
	Excise Tax	502.72
	Balance as of 2/29/2024:	195,808.06
Fund 670 022	Balance as of 1/31/2024:	55,137.22
(Capital Improvements Fund)	Deposits (New Connection Fees)	0.00
	Expenditures	0.00
	Balance as of 2/29/2024:	55,137.22
Fund 670 031	Balance as of 1/31/2024:	48,276.57
(Fund to repay Public Works Trust Fund Loan)	Water Tank Assessment (10.00/pmt)	1342.00
	Supplemental Deposit (3.00/pmt)	430.29
	Payment	
	Balance as of 2/29/2024:	50,049.86
	OUTSTANDING BALANCE OF DWSRF LOAN	68,349.53

Total Monthly Revenues	14,821.02
Total Monthly Expenditures	6510.63

Kittitas County Water District #7
 General Ledger Report
 (from Kittitas County Office of the Treasurer)
2/1/2024 -2/29/2024

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

Beginning Cash on Hand	\$210,090.22
Total Received	\$10,006.67
Total Disbursed	-\$5,420.42

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Ending Cash on Hand \$214,676.47

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	\$45,326.51
Total Received	\$1,820.00
Total Disbursed	0.00
Ending Cash on Hand	\$47,146.51

Ending Bonds Outstanding \$68,349.53

Jeff moved to approve the treasurers report. Letha seconded. The motion passed unanimously.

Community Discussion

Gary and Carol Klinge had a question about their bill that the clerks addressed and will follow up on.

Water Usage Report

The average daily use is about 23K per day. There have been no resets and residuals are holding great. The district has not received a bill from the snow plow contractor. Toni will follow up with HOA to make sure they weren't billed for the Water District.

Water pumped through February 2024: 3.36 acre feet
Water pumped through February 2023: 3.89 acre feet
Water pumped through February 2022: 2.96 acre feet

Water pumped January 1-31, 2024: 652,310 gallons
Water pumped February 1-29, 2024: 442,370 gallons

Repair & Maintenance Report

Jerry created a new map of the meter route, and he is looking to walk the route with AJ before meter reading season. Jerry sent out a file to Jeff and AJ of meters that need tags. Two meters were located that aren't currently being billed that Jerry will go out and pull the meters. Data logger is still a work in progress and Jerry will be calling technical support this week.

Old Business

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

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Potential Delinquency Log (customers owing more than \$165.00) – 15 accounts required door tags and late notices this week.

Property Sales-

690 Morrison Canyon – Previous Owner Drew Robinson, New Owner Rebecca Nies

Pump House Driveway – The road to the pump house needs grating and gravel. Letha and Jerry will call in Beedle’s to contract that and coordinate with homeowner who shares the driveway.

Funding Update - Still in a holding in pattern. Talked with Gray and Osborne to discuss updates on the funding. Gray and Osborne is still looking to help us with funding through other locating other grants, etc.

Meter Route and Tags - We have not found a company locally to create tags for meters, Jeff is going to try finding a vendor in Yakima.

CLAIMS PAYMENT REQUEST

02972	ONE CALL CONCEPTS	Op/M	Invoice 4029204	670 010 5340040	90.00
07553	MARTEN LAW LLP	Adm	Inv 44096007 and 44096190	670 010 5340040	404.92
02669	PUDGET SOUND ENERGY	Adm	March Power	670 010 5340040	59.42
02669	PUDGET SOUND ENERGY	Adm	March Power	670 010 5340040	548.36
07297	VISION MUNICIPAL SOLUTIONS LLC	Adm	2024 Software and Support Inv 09-13715	670 010 5340040	5680.00
00050	KITTITAS CO TREASURER	Adm	Property Taxes 2024	670 010 5340040	46.00
00252	EVERGREEN VALLEY UTILITIES	Op/M	Water Operator Fee	670 010 5340040	100.00
02740	CALLECOD, BONNIE	Adm	Reimburse milage –80, WPForms renewal	670 010 5340040	452.60
04861	TAYLOR, TONI	Adm	Reimburse mileage: 230, dump run and postage due	670 010 5340040	250.10
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 March	670 010 5340020	466.69
DO NOT GENERATE WARRANT					
				TOTAL	8098.09

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PAYROLL:

04861	TAYLOR, TONI	Payroll	670 010 53410	2564.62
02740	CALLECOD, BONNIE	Payroll	670 010 53410	1442.35
D0047	KONKLER, VINCE	Payroll	670 010 53410	67.52
07575	SCHULTZ, JEFF	Payroll	670 010 53410	116.79
D0012	IHRKE, LETHA	Payroll	670 010 53410	752.20
B9417	IHRKE, JERRY	Payroll	670 010 53410	39.54
06209	BAUGH, ANDREA J	Payroll	670 010 53410	22.81
00520	EMPLOYMENT SECURITY – PFML	Paid Family & Medical Leave	670 010 520	32.24
07378	EMPLOYMENT SECURITY – WA CARES	Paid Family & Medical Leave	670 010 520	34.64
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 March	670 010 520	1027.79
	DO NOT GENERATE WARRANT			
			TOTAL	6100.50

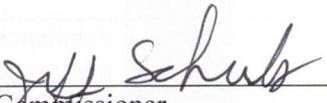
Approve Claims Payment Request in the amount of \$8098.09
 Approve payroll in the amount of \$6100.50

Total submitted for claims & payroll: \$14,198.59

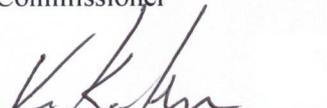
Jeff made a motion to pay payroll and claims as listed. Letha seconded the motion and it passed unanimously.

The meeting was adjourned at 6:43 PM.

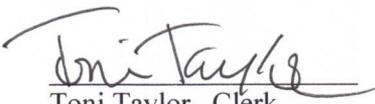
Board of Commissioners:


 Commissioner


 Commissioner


 Commissioner

ATTEST


 Toni Taylor, Clerk