

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 ^{Apr 11} ~~Mar 14~~, 2024, at the Sunlight Waters Country Club. Those attending were Commissioner Vince Konkler, Commissioner Jeff Schultz, Commissioner Letha Ihrke, clerk Bonnie Callecod, clerk Toni Taylor, with District Employees Jerry Ihrke and AJ Baugh.

The meeting was called to order by Commissioner Vince Konkler at 6:09 PM.

The minutes of the regular meeting held Mar 14, 2024 were read. Letha moved and Jeff seconded to approve the minutes. The motion passed unanimously.

Treasurer's Report:

Fund 670 010*	Balance as of 3/1/2024	195,808.06
(General Fund)	Expended claims payments	8098.09
	Expended payroll	6100.50
	Water Sales	13,445.59
	Excise Tax	978.82
	NSF Water Sales and Fees	503.68
	NSF Excise Tax	19.92
	Balance as of 3/31/2024	195,510.28
Fund 670 022	Balance as of 3/1/2024	55,137.22
(Capital Improvements Fund)	Deposits (New Connection Fees)	0.00
	Expenditures	0.00
	Balance as of 3/31/2024	55,137.22
Fund 670 031	Balance as of 3/1/2024	50,049.86
(Fund to repay Public Works Trust Fund Loan)	Water Tank Assessment (10.00/pmt)	2501.00
	Supplemental Deposit (3.00/pmt)	1009.00
	Payment	
	NSF – Water Tank Assessment	60.00
	NSF – Supplemental Deposit	18.00
	Balance as of 3/31/2024	53,481.86
	OUTSTANDING BALANCE OF DWSRF LOAN	68,349.53

Total Monthly Revenues	17,934.41
Total Monthly Expenditures	14,800.19

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Kittitas County Water District #7

General Ledger Report

(from Kittitas County Office of the Treasurer)

3/1/2024 - 3/31/2024

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

Beginning Cash on Hand	\$214,676.47
Total Received	\$14,260.98
Total Disbursed	-\$7,516.41
Ending Cash on Hand	\$221,421.04

670 022 Kittitas County Water District #7 Capital Improvements

Beginning Cash on Hand	\$54,937.22
Total Received	\$4000.00
Total Disbursed	-\$0.00
Ending Cash on Hand	\$58,937.22

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

Beginning Cash on Hand	\$47,146.51
Total Received	\$3,513.00
Total Disbursed	0.00
Ending Cash on Hand	\$50,659.51

Ending Bonds Outstanding \$68,349.53

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

Repair & Maintenance Report

Data logger is working on the bench but we are unsure if it is recording history. Jerry is still partnering with technical support. A leak was fixed on Morrison Canyon. The HOA is creating a schedule for road maintenance so the water district can arrange to have repairs done at the same time to reduce cost. Jerry will share the repair schedule with the commissioner team.

Water Usage Report

We haven't had to do a pump reset since Jan 21, 2024. The residuals are holding good and usage is averaging 22-24K per day.

Water pumped through March 2024: 4.76 acre feet

Water pumped through March 2023: 2.37 acre-feet

Water pumped through March 2022: 5.62 acre-feet

Water pumped January 1-31, 2024: 652,310 gallons

Water pumped February 1-29, 2024: 442,370 gallons

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Water pumped March 1-31 2024: 464,280 gallons

Meter Reader Report

The district will be disregarding the tag change that was proposed previously as it was too costly. Although AJ has another avenue she will be exploring.

Old Business

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

Pump House Driveway

The district has reached out but Beedles still haven't provided an estimate. We are going to reach out to another company to bid as well.

Funding Update – Fund allocation/availability is still pending, however we anticipate a proposal letter in the next few weeks.

Meter Route and Tags –AJ and Jeff will walk the meter read route to replan and make it more efficient.

New Business

Standard Details/Water System Plan – The water district has a water system plan that was adopted in 2019. With new staff onboard, Vince recommending reading the plan standard details to ensure everyone is following the same process when making repairs. Etc.

Open Board Discussion

HOA needs to send us an invoice so we can pay the baker building rental.

CLAIMS PAYMENT REQUEST

06915	LABTEST	Op/M	Bacteria Tests (Inv 21142, 21328, 21535)	670 010 5340040	80.00
00251	US POSTAL SERVICE	Adm	PO Box Annual Rental	670 010 5340040	100.00
02954	EVERGREEN RURAL WATER OF WASHINGTON	Op/M	Annual Membership Dues and 235 active connections (Inv 48730)	670 010 5340040	190.75
00252	EVERGREEN VALLEY UTILITIES	Op/M	Water Operator Fee for April	670 010 5340040	100.00
00221	KITTITAS COUNTY AUDITOR	Adm	Removed Lien Fees (McMillen, Robinson)	670 01 05340040	40.00
D0017	SCOTT PERNAA	Adm	Corrected W2's and W3 for 2023	670 010 5340040	175.00
07553	MARTEN LAW	Adm	Correspond re supplemental 3M settlement notice from class counsel (Inv 44096385)	670 010 5340040	42.00
00317	JERROL'S	Adm	Printer Ink (Ticket # 859187)	670 010 5340030	64.85
00139	WA STATE DEPT OF REVENUE	Adm	Q1 Excise Tax	670 010 5340020	2242.30
00137	EMPLOYMENT SECURITY DEPARTMENT	Adm	Q1 Unemployment Insurance	670 010 5340020	41.69
00003	DEPARTMENT OF LABOR & INDUSTRIES	Adm	Q1 L&I	670 010 5340020	213.25
02740	CALLECOD, BONNIE	Adm	Reimburse milage –50	670 010 5340040	33.50

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04861	TAYLOR, TONI	Adm	Reimburse mileage: 187, dump run, postage due, Microsoft Office Renewal Fee	670 010 5340040	238.08
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 April	670 010 5340020	413.79
	DO NOT GENERATE WARRANT				
				TOTAL	3975.21

PAYROLL:

04861	TAYLOR, TONI	Payroll	670 010 53410	2318.27	
02740	CALLECOD, BONNIE	Payroll	670 010 53410	758.04	
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	775.92	
B9417	IHRKE, JERRY	Payroll	670 010 53410	237.23	
06209	BAUGH, ANDREA J	Payroll	670 010 53410	45.62	
00520	EMPLOYMENT SECURITY – PFML	Paid Family & Medical Leave	670 010 520	28.59	
07378	EMPLOYMENT SECURITY – WA CARES	Paid Family & Medical Leave	670 010 520	30.63	
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 April	670 010 520	1030.39	
	DO NOT GENERATE WARRANT				
				TOTAL	5409.00

PFML Corrections

07378	EMPLOYMENT SECURITY-WA CARES	Payroll	670 010 520	28.20	
00520	EMPLOYMENT SECURITY – PFML	Paid Family & Medical Leave	670 010 520	30.96	
				TOTAL	59.16

Approve Claims Payment Request in the amount of **\$3975.21 and \$59.16**

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Approve payroll in the amount of \$5409.00

Total submitted for claims & payroll: \$9443.37

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

The meeting was adjourned at 7:23.

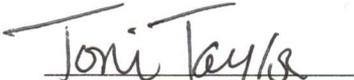
Board of Commissioners:


Commissioner


Commissioner


Commissioner

ATTEST


Toni Taylor, Clerk