

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 **June 13, 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 6:11 PM.

The minutes of the regular meeting held May 9, 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 5/1/2024	200,148.56
(General Fund)	Expended claims payments	2392.01
	Expended payroll	6336.00
	Water Sales	12,881.08
	Excise Tax	583.97
	Balance as of 5/31/2024	204,885.60
Fund 670 022	Balance as of 5/1/2024	55,137.22
(Capital Improvements Fund)	Deposits (New Connection Fees)	0.00
	Expenditures	0.00
	Balance as of 5/31/2024	55,137.22
Fund 670 031	Balance as of 5/1/2024	55,896.86
(Fund to repay Public Works Trust Fund Loan)	Water Tank Assessment (10.00/pmt)	1799.00
	Supplemental Deposit (3.00/pmt)	476.00
	Payment	
	Balance as of 5/31/2024	58,171.86
	OUTSTANDING BALANCE OF DWSRF LOAN	68,349.53

Total Monthly Revenues	15740.05
Total Monthly Expenditures	8728.01

Kittitas County Water District #7
 General Ledger Report
 (from Kittitas County Office of the Treasurer)
5/1/2024 -5/31/2024

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

Beginning Cash on Hand	\$223,940.68
Total Received	\$9,861.82
Total Disbursed	-\$13,045.48
Ending Cash on Hand	\$220,757.02

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670 022 Kittitas County Water District #7 Capital Improvements

Beginning Cash on Hand	58,937.22
Total Received	\$0.00
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	\$52,723.51
Total Received	\$2,064.00
Total Disbursed	0.00
Ending Cash on Hand	\$54,491.51

Ending Bonds Outstanding \$68,349.53

Bank Account Balance: **\$25,522.73**

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

Repair & Maintenance Report

Jerry has a long list of things he'd like to get completed over the summer/fall. Jerry is planning to replace the numbers on the reservoir tank with larger ones for easier viewing from the roadside when Letha does her daily checking of where the gauge is. This way she can see the numbers better with binoculars rather than drive up to the tank. Daily reading where the gauge is on the reservoir helps in determining if the pump has tripped and if a re-sent is needed. Jerry also mentioned that some properties in the community have Kittitas Reclamation District water rights, but no access to them currently. It would be beneficial for the district to check into funding for those residences to gain access and potentially reduce our district usage.

Water Usage Report

Water usage is going up, as it usually does this time of year. The pump did its first reset since January, and it had two double pump days along with one triple pump day. Residuals are holding well. Jeff will be shadowing Letha in her pump maintenance and chlorine testing over this coming weekend so he can be a back up when Letha is out of town.

Water pumped through May 2024: 8.72 acre- feet
Water pumped through May 2023: 9.35 acre-feet
Water pumped through May 2022: 7.23 acre-feet

Water pumped January 1-31, 2024: 652,310 gallons
Water pumped February 1-29, 2024: 442,370 gallons
Water pumped March 1-31 2024: 464,280 gallons
Water pumped April 1-30 2024: 950,0410 gallons
Water pumped May 1-31 2024: 738,450 gallons

Meter Reader Report

The first two reads of the season have gone well. Clerk Toni is still working with Jeff and AJ to perfect the new route map.

Old Business

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Current water connections: 235 active accounts (out of 267 available connections).

Pump House Driveway – Four contractors have come out to bid for the job, but there has been no follow up estimates presented as of this meeting.

Funding Update -Vince, Letha and Jeff will be meeting with the DOH the last weekend of June to learn about the funding process for the new well and the steps development will go through.

New Business

District Vehicle – The current district vehicle is much larger than what is needed. It might be worth looking into something smaller and more fuel efficient.

Insurance -Clerk Toni had questions about insurance renewal paperwork. Commissioner, Vince, had already completed the necessary documents and sent them in.

Open Board Discussion

The date for the Water District annual meeting is tentatively set for Sept 28, 2024. The employee team has until noon, Jun 17 to report any conflicts or suggest alternative days.

Extra stamps and envelopes printed with postage will be ordered since postage prices are increasing in July.

Property Updates

Sales – One property is pending.

Delinquent Accounts -

CLAIMS PAYMENT REQUEST

Vendor #	Vendor Name	Code	Item	Budget Code	Payment Amount
06915	LABTEST	Op/M	Bacteria Test (Inv 21816)	670 010 5340040	30.00
02972	ONE CALL CONCEPTS	Op/M	Evacuations Notifications: 1 (Inv 4059206)	670 010 5340040	1.17
00252	EVERGREEN VALLEY UTILITIES	Op/M	Water Operator Fee for June (Inv 2018-26228)	670 010 5340040	100.00
03083	SUNLIGHT WATERS COUNTRY CLUB	Adm	Baker Building Rental Year 2 (Inv 3006) Baker Building Electricity Year (Inv 37920)	670 01 05340040	2053.18
00317	JERROL'S	Adm	Toner (Ticket #868516)	670 010 5340040	97.28
02740	CALLECOD, BONNIE	Adm	Reimburse mileage –151	670 010 5340040	101.17
02740	CALLECOD, BONNIE	Adm	Printer Ink (Order #0000955215) Power Cord	670 010 5340030	245.94
04861	TAYLOR, TONI	Adm	Reimburse mileage: 217, Postage	670 010 5340040	162.97

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00110	INTERNAL REVENUE SERVICE – Employer Contributions <i>(held by Kittitas County Water District #7 to pay IRS via</i>	Adm	Social Security & Medicare – Employer Contributions to IRS for June	670 010 5340020	588.70
DO NOT GENERATE WARRANT					
	<i>EFTPS)</i>				
				TOTAL	3380.41

PAYROLL:

Vendor #	Vendor Name	Item	Budget Code	Payment Amount	
04861	TAYLOR, TONI	Payroll	670 010 53410	1962.42	
02740	CALLECOD, BONNIE	Payroll	670 010 53410	2181.40	
D0047	KONKLER, VINCE	Payroll	670 010 53410	99.33	
07575	SCHULTZ, JEFF	Payroll	670 010 53410	358.58	
D0012	IHRKE, LETHA	Payroll	670 010 53410	909.13	
B9417	IHRKE, JERRY	Payroll	670 010 53410	105.44	
06209	BAUGH, ANDREA J	Payroll	670 010 53410	677.48	
00520	EMPLOYMENT SECURITY – PFML	Paid Family & Medical Leave	670 010 520	40.67	
07378	EMPLOYMENT SECURITY – WA CARES	Paid Family & Medical Leave	670 010 520	42.75	
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 June	670 010 520	1318.30	
DO NOT GENERATE WARRANT					
				TOTAL	7695.50

Approve Claims Payment Request in the amount of \$3380.41

Approve payroll in the amount of \$7695.50

Total submitted for claims & payroll: \$11075.91

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

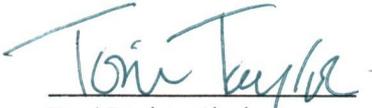
The meeting was adjourned at 8:04 PM.

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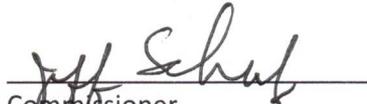
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Board of Commissioners:

ATTEST



Toni Taylor, Clerk



Commissioner



Commissioner



Commissioner