

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 **July 11, 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 June 13, 2024 were read. Jeff moved and Letha seconded to approve the minutes. The motion passed unanimously.

Treasurer's Report:

Fund 670 010*	Balance as of 6/1/2024	204,885.60
(General Fund)	Expended claims payments	3380.41
	Expended payroll	7695.50
	Water Sales	14,351.79
	Excise Tax	926.96
	Balance as of 6/30/2024	209,088.44
Fund 670 022	Balance as of 6/1/2024	55,137.22
(Capital Improvements Fund)	Deposits (New Connection Fees)	0.00
	Expenditures	0.00
	Balance as of 6/30/2024	55,137.22
Fund 670 031	Balance as of 6/1/2024	58,171.86
(Fund to repay Public Works Trust Fund Loan)	Water Tank Assessment (10.00/pmt)	2425.92
	Supplemental Deposit (3.00/pmt)	727.73
	Payment	
	Balance as of 6/30/2024	61,325.51
	OUTSTANDING BALANCE OF DWSRF LOAN	68,349.53

Total Monthly Revenues	18,432.40
Total Monthly Expenditures	11,075.91

Kittitas County Water District #7  
General Ledger Report  
(from Kittitas County Office of the Treasurer)  
6/1/2024 -6/30/2024

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

Beginning Cash on Hand	\$220,757.02
Total Received	\$10,771.32
Total Disbursed	-\$8,432.96
Ending Cash on Hand	\$223,095.38

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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	\$54,491.51
Total Received	\$2,075.51
Total Disbursed	0.00
Ending Cash on Hand	\$56,567.02

Ending Bonds Outstanding \$68,349.53

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Bank Account Balance: \$29,042.45

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

**Repair & Maintenance Report**

Jerry hasn't had a chance to work on these pending projects due to competing priorities. Jerry will work to get the testing station set up on Highline Loop at the high point for the community.

**Community Discussion**

None

**Water Usage Report**

Water usage is increasing and there have been multiple days the pump has double pumped. Chlorine residuals have been around 4.2 and has been turned down a bit so it will run closer to a 3.5. There was one reset needed last month.

Water pumped through June 2024: 11.93 acre-feet

Water pumped through June 2023: 16.4 acre-feet

Water pumped through June 2022: 11.72 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

Water pumped June 1-30, 2024: 1,046,790 gallons

**Meter Reader Report**

Meter reading is going great. A community member will be getting a warning letter to trim around their meter before next read or will be charged for maintenance.

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**Old Business**

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

Pump House Driveway - Work is set to start on Monday 7/15 by Steve Nunn.

Funding Update – Vince talked with Gray and Osbourne this week and they are working on a current scope of work to submit to DWSRF. The first step will be to have Plateau perform an archeological review and submit a cultural resources survey. The water district will fund this up front but will be reimbursed through DWSRF. The next step will be Aspect performing a hydrogeologic test to look for the best location for well #6. Vince will continue to meet with Gray and Osbourne monthly.

District Vehicle – Jerry has applied to sell the district truck in a surplus sale as it is just too much vehicle for the needs. Maintenance costs are high, and it isn't cost effective to operate regularly. Commissioners agree a fuel-efficient small pick up or SUV would be a much better fit the district.

**New Business**

Annual Meeting - Meeting will be September 28<sup>th</sup> at 10 AM in the club house. Representatives from Gray and Osborne have been invited to attend. Bonnie and Toni will work on budget details and the commissioner team will build an agenda. Meeting will be communicated to the community via August and September bills, on the water district website and the Sunlight Waters Community Facebook page along with Northern Kittitas County Tribune.

Lead Line Survey - Vince is researching and will connect with water operator Mark to get more information on requirements.

**Water testing**

- Nitrate Due Oct 2024
- Complete Inorganic (IOC) Due Oct 2024
- Total Trihalomethane (THM) Due Nov 2024
- Halo-Acetic Acids (HAA5) Due Nov 2024

Toni will resend to the group the testing schedule.

**Open Board Discussion**

**Property Updates**

- Sales – 2127 – Highline Loop – Current owner Gary Toothaker – Sale Pending
- 1A23 - 531 Morrison Canyon – Previous owner: Chase Robinson, New owner: Samantha Bango
- 2I28- 31 Highline Loop – Previous Owner: Becker Homes, New Owner: Greg and Tamra Pratt
- 2H17 – 31 Melton Lane – Previous Owner: Jacob Howell, New owner: Anita Heath - Sale Pending again
- 3L18 – 1520 Twin Lakes – Previous Owner: Mitch Bogden, New owner: Betty June Stover

Delinquent Accounts -

**CLAIMS PAYMENT REQUEST**

Vendor #	Vendor Name	Code	Item	Budget Code	Payment Amount
06915	LABTEST	Op/M	Bacteria Test (Inv 22078)	670 010 5340040	30.00
00252	EVERGREEN VALLEY UTILITIES	Op/M	Water Operator Fee for July (Inv 2024-482)	670 010 5340040	100.00
02669	PUGET SOUND ENERGY	Adm	July Power	670 010 5340040	937.13
06104	DEPARTMENT OF TREASURY	Adm	941 Balance Due for 2023 Late	670 01 5340020	207.16

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			Payment		
00003	DEPARTMENT OF LABOR & INDUSTRIES	Adm	Qtr 2 L&I	670 010 5340020	277.50
00139	WA STATE DEPARTMENT OF REVENUE	Adm	Qtr 2 Excise Tax	670 010 5340020	2593.02
00137	EMPLOYMENT SECURITY DEPARTMENT	Adm	Qtr 2 Unemployment Insurance	670 010 5340020	47.52
D0012	IHRKE, LETHA	Adm	Reimburse Postage	670 010 5340040	.80
02740	CALLECOD, BONNIE	Adm	Reimburse mileage: 85	670 010 5340040	56.95
02740	CALLECOD, BONNIE	Adm	Copy Paper	670 010 5340030	40.02
04861	TAYLOR, TONI	Adm	Reimburse mileage: 142	670 010 5340040	95.14
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 July	670 010 5340020	452.60
<b>DO NOT GENERATE WARRANT</b>					
				TOTAL	4837.84

PAYROLL:

Vendor #	Vendor Name	Item	Budget Code	Payment Amount	
04861	TAYLOR, TONI	Payroll	670 010 53410	2181.40	
02740	CALLECOD, BONNIE	Payroll	670 010 53410	894.90	
D0047	KONKLER, VINCE	Payroll	670 010 53410	194.76	
07575	SCHULTZ, JEFF	Payroll	670 010 53410	253.66	
D0012	IHRKE, LETHA	Payroll	670 010 53410	806.03	
B9417	IHRKE, JERRY	Payroll	670 010 53410	26.36	
06209	BAUGH, ANDREA J	Payroll	670 010 53410	435.68	
00520	EMPLOYMENT SECURITY – PFML	Paid Family & Medical Leave	670 010 520	31.26	
07378	EMPLOYMENT SECURITY – WA CARES	Paid Family & Medical Leave	670 010 520	32.45	
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 July	670 010 520	1060.00	
<b>DO NOT GENERATE WARRANT</b>					
				TOTAL	5916.50

Approve Claims Payment Request in the amount of \$4837.84

Approve payroll in the amount of \$5916.50

Total submitted for claims & payroll: \$10,754.34

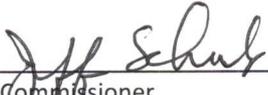
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Jeff made a motion to pay payroll and claims as listed. Letha seconded the motion and it passed unanimously.

The meeting was adjourned at 7:50 PM.

Board of Commissioners:

  
\_\_\_\_\_  
Commissioner

  
\_\_\_\_\_  
Commissioner

  
\_\_\_\_\_  
Commissioner

ATTEST

  
\_\_\_\_\_  
Toni Taylor, Clerk