

**BOARD OF COMMISSIONERS
KITITAS 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 **October 10, 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 Employee Jerry Ihrke and community member Gary Klingle.

The meeting was called to order by Commissioner Vince Konkler at 6:25 PM.

The minutes of the regular meeting held September 12, 2024 were read. Letha moved and Jeff seconded to approve the minutes. The motion passed unanimously.

Treasurer's Report:

	Balance as of 9/1/2024	212,739.52
(General Fund)	Expended claims payments	6635.25
	Expended payroll	6404.50
	Water Sales	20595.12
	Excise Tax	1560.08
	Balance as of 9/30/2024	221,854.97
Fund 670 022	Balance as of 9/1/2024	55,137.22
(Capital Improvements Fund)	Deposits (New Connection Fees)	3798.84
	Expenditures	0.00
	Balance as of 9/30/2024	58936.06
Fund 670 031	Balance as of 9/1/2024	67,955.36
(Fund to repay Public Works Trust Fund Loan)	Water Tank Assessment (10.00/pmt)	3899.24
	Supplemental Deposit (3.00/pmt)	1169.45
	Payment	23466.67
	Balance as of 9/30/2024	49557.38
	OUTSTANDING BALANCE OF DWSRF LOAN	44882.86

Total Monthly Revenues	31022.73
Total Monthly Expenditures	36506.42

Kittitas County Water District #7
General Ledger Report
(from Kittitas County Office of the Treasurer)
9/1/2024 -9/30/2024

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

Beginning Cash on Hand	\$219,091.82
Total Received	\$14,030.44
Total Disbursed	-\$12,288.47
Ending Cash on Hand	\$220,833.79

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

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

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	\$61,475.52
Total Received	\$3,239.46
Total Disbursed	0.00
Ending Cash on Hand	\$64,714.98

Ending Bonds Outstanding \$68,349.53

Bank Account Balance: **\$44037.15**

Jeff moved to approve the treasurer's report, and Letha seconded. The motion passed unanimously.

Repair & Maintenance Report

Steven is working to get the catch basin installed along with gravel. A concrete slab will be installed outside the door. Waiting for the locate to go through for the catch basin installation. Jerry went over the water district plan for install of new meters with the contractor installing the new meter for Capps property. Archie and Dorothy had a broken pipe and Jerry got it fixed. Jerry also talked to contractor about putting in a test faucet for residuals on Highline loop. Jerry will also look into replacing the hydrant in the same area at the same time.

Water Usage Report

Jeff covered daily reads for a couple days for Letha. The chlorinator had a hiccup and Vince came down and cleaned up the tubes. Test was taken to DOH this morning and other tests were completed by Mark Nelson a couple weeks ago. Pumping 21-25K per day.

Water pumped through September 2024: 20.90 acre-feet
Water pumped through September 2023: 26.04 acre-feet
Water pumped through September 2022: 21.91 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

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

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

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
Water pumped July 1-31 2024: 1,205,720 gallons
Water pumped August 1-31 2024: 932,480 gallons
Water pumped September 1-30 2024: 784,900 gallons

Meter Reader Report

Insulation was added with the last reads. Toni to send a list of high reads to the commissioners moving forward.

Old Business

Current water connections: 236 active accounts (out of 267 available connections).

Pump House Driveway – Steven is continuing to work on completing the project and will have everything finalized before the first snowfall.

Funding Update - The commissioners have been working on getting the paperwork in order. So far the UEI number has been obtained, the SAM.gov registration is complete along with CAGE registration.

District Vehicle – The truck was sold on the surplus site. Payment will happen in December and pick up by the buyer is being arranged. The clerks will ensure the insurance gets canceled.

Lead Line Survey - Commissioners will be having an executive meeting to discuss how to address. Vince will gather all the information for them to go through together. Clerks will put together a list of all properties build prior to 1986

Annual Meeting – Toni will bring minutes to next meeting for approval.

New Business

The commissioner team discussed what kind of vehicle to replace the district truck with, leaning toward a van/SUV. Team will keep their eyes open for something that fits the needs of the district.

The team also appreciates the efforts of community member Gary for his assistance getting the data logger set up and working correctly. A thank you, Letha moved the water district give a check for \$200. Jeff seconded and the motion passed unanimously.

Property Updates

Sales –

Lot 2124 – Seller Howard Briggs, Buyer Pamela Jean Korpe (Pending)
31 Loel Pl – Seller Gail Daniel, Buyer Zachary Newton

Delinquent Accounts -

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

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

CLAIMS PAYMENT REQUEST

06915	LABTEST	Op/M	Bacteria Test (Inv 22998)	670 010 5340040	30.00
00252	EVERGREEN VALLEY UTILITIES	Op/M	Water Operator Fee for July (Inv 2024-1963)	670 010 5340040	100.00
00221	KITTITAS COUNTY AUDITOR	Adm	Remove Lien (Inv 145436)	670 010 5340040	19.00
00558	HD FOWLER	Op/M	Pumphouse Driveway Work (Inv 16816904)	670 010 5340030	266.03
00131	MIDSTATE CO-OP	Op/M	Catch Basin Install (Inv 4268174)	670 010 5340030	37.04
00137	EMPLOYMENT SECURITY DEPARTMENT	Adm	Qtr 3 Unemployment Insurance	670 010 5340020	40.69
00139	WA STATE DEPARTMENT OF REVENUE	Adm	Qtr 3 Excise Tax	670 010 5340020	3102.83
00003	DEPARTMENT OF LABOR & INDUSTRIES	Adm	Qtr 3 L&I	670 010 5340020	314.72
06104	DEPARTMENT OF TREASURY	Adm	Qtr 3 941 Balance Due	670 010 5340020	.02
02740	CALLECOD, BONNIE	Adm	Reimburse mileage: 150	670 010 5340040	100.50
04861	TAYLOR, TONI	Adm	Reimburse mileage: 198, postage	670 010 5340040	138.46
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 October	670 010 5340020	466.53
DO NOT GENERATE WARRANT					
				TOTAL	4615.82

PAYROLL:

Vendor #	Vendor Name	Item	Budget Code	Payment Amount
04861	TAYLOR, TONI	Payroll	670 010 53410	1606.59
02740	CALLECOD, BONNIE	Payroll	670 010 53410	922.27
D0047	KONKLER, VINCE	Payroll	670 010 53410	416.95

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

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

07575	SCHULTZ, JEFF	Payroll	670 010 53410	392.35
D0012	IHRKE, LETHA	Payroll	670 010 53410	1031.40
B9417	IHRKE, JERRY	Payroll	670 010 53410	171.34
06209	BAUGH, ANDREA J	Payroll	670 010 53410	378.67
00520	EMPLOYMENT SECURITY – PFML	Paid <u>Family & Medical Leave</u>	670 010 520	32.22
07378	EMPLOYMENT SECURITY – WA CARES	Paid <u>Family & Medical Leave</u>	670 010 520	32.08
00110	INTERNAL REVENUE SERVICE – Employee Contributions <i>(held by Kittitas County Water District #7 to pay IRS via EFTPS)</i> DO NOT GENERATE WARRANT	Tax, Social Security & Medicare – Employee Contributions to IRS for October	670 010 520	1114.63
			TOTAL	6098.50

Approve Claims Payment Request in the amount of \$4615.82
Approve payroll in the amount of \$6098.50

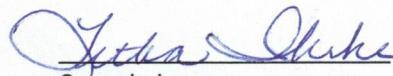
Total submitted for claims & payroll: \$10714.32
Jeff made a motion to pay payroll and claims as listed. Letha seconded the motion, and it passed unanimously.

The meeting adjourned at 7:22
Board of Commissioners:

ATTEST


Toni Taylor, Clerk


Commissioner


Commissioner

Commissioner