

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 **November 14, 2024** at the Sunlight Waters Country Club. Those attending were Commissioner Jeff Schultz, Commissioner Letha Ihrke, clerk Bonnie Callecod, clerk Toni Taylor, with District Employee Jerry Ihrke.

The meeting was called to order by Commissioner Jeff Schultz at 6:02 PM.

The minutes of the regular meeting held October 10, 2024 were read. Letha moved and Jeff seconded to approve the minutes. The motion passed unanimously.

**Treasurer's Report:**

	Balance as of 10/1/2024	<b>221,854.97</b>
(General Fund)	Expended claims payments	<b>4615.82</b>
	Expended payroll	<b>6098.50</b>
	Water Sales	13090.78
	Excise Tax	863.80
	Balance as of 10/31/2024	<b>225,095.23</b>
Fund 670 022	Balance as of 10/1/2024	<b>58936.06</b>
(Capital Improvements Fund)	Deposits (New Connection Fees)	
	Expenditures	
	Balance as of 10/31/2024	<b>58936.06</b>
Fund 670 031	Balance as of 10/1/2024	<b>49557.38</b>
(Fund to repay Public Works Trust Fund Loan)	Water Tank Assessment (10.00/pmt)	<b>2478.57</b>
	Supplemental Deposit (3.00/pmt)	<b>743.37</b>
	Payment	
	Balance as of 10/31/2024	<b>52779.32</b>
	<b>OUTSTANDING BALANCE OF DWSRF LOAN</b>	<b>49557.38</b>

Total Monthly Revenues	<b>17176.52</b>
Total Monthly Expenditures	<b>10714.32</b>

Kittitas County Water District #7  
 General Ledger Report  
 (from Kittitas County Office of the Treasurer)  
**10/1/2024 -10/31/2024**

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

Beginning Cash on Hand	\$220,833.79
Total Received	\$8,907.31
Total Disbursed	\$11,000.20
Ending Cash on Hand	\$218,740.90

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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	\$64,714.98
Total Received	\$2,372.93
Total Disbursed	-\$23,466.68
Ending Cash on Hand	\$43,621.23

Ending Bonds Outstanding \$45,566.35

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**Bank Account Balance:** **\$54,275.63**

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

**Repair & Maintenance Report**

The district and their contractor completed install of the new meter for a community member. Jerry will provide receipts for the project to the clerk team. Jerry was hoping to get the roof on the baker building repaired by the HOA but that hasn’t happened yet.

**Water Usage Report**

Water usage is going down and we are pumping 23-25K per day. Had to do a reset on November 6. First one since Sept 20. Pumping approximately every 3 days. The chlorinator got an air bubble and has been addressed. The chlorine was delivered and chlorinator has been refilled.

Water pumped through October 2024: 22.50 acre-feet

Water pumped through October 2023: 27.74 acre-feet

Water pumped through October 2022: 23.50 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

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

Water pumped October 1-31 2024: 522,010 gallons

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**Old Business**

Current water connections: 237 active accounts (out of 267 available connections).

Pump House Driveway – The work on the driveway, including the install of the basin is complete. The only remaining task is to have a small concrete slab poured in front of the pump house for easier snow removal.

Funding Update - There are no new updates.

District Vehicle – The sale of the truck is complete and it has been picked up. The check will arrive in December. The clerks canceled the insurance policy and a refund has been received.

Lead Line Survey – Commissioners met two Sundays and used county data along with a map that Carl provided to determine if there were any homes at risk of having lead pipes. We are confident there are none. There are a number of cross overs that will need to be replaced because they are lead but because they are galvanized, roughly 25 meters. The report has been submitted to the Department of Health for their review.

**New Business**

Resolution – The commissioner team discussed Resolution 2024-06 authorizing execution and performance of Loan Contract No. DWL29320 with the Washington State Department of Health. Letha moved to approve the resolution as written. Jeff seconded the motion and the vote passed unanimously.

**CLAIMS PAYMENT REQUEST**

Vendor #	Vendor Name	Code	Item	Budget Code	Payment Amount
06915	LABTEST	Op/M	Bacteria Test (Inv 23329 & 23167)	670 010 5340040	980.00
00252	EVERGREEN VALLEY UTILITIES	Op/M	Water Operator Fee (Inv 2024-2447)	670 010 5340040	100.00
00558	HD FOWLER	Op/M	Hose bib install Highline Loop (Inv I6846496)	670 010 5340030	384.70
02409	WASHINGTON ASSOCIATION OF SEWER AND WATER DISTRICTS	Op/M	2025 Dues	670 010 5340040	366.27
D0158	STEVEN NUNN	Op/M	Pumphouse Driveway and Basin Install	670 010 5340040	4502.36
01517	GRAY & OSBORNE	Op/M	Prof Services from 9/8/24-11/2/24 (Inv 1 & 2)	670 010 5340040	451.56
02669	PUGET SOUND ENERGY	Adm	Electricity (November Inv)	670 010 5340040	716.77
D0048	WALTER E NELSON CO	Op/M	Bleach (Inv 1024340)	670 010 5340030	297.61

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03230	CALVIN BEEDLE EXCAVATING, LLC	Op/M	Meter Install 381 Twin Lakes Rd (Inv 06439)	670 010 5340040	1583.67
07378	EMPLOYMENT SECURITY – WA CARES	Adm	WA Cares Balance Owed	670 010 520	90.12
02740	CALLECOD, BONNIE	Adm	Reimburse mileage: 52	670 010 5340040	34.84
04861	TAYLOR, TONI	Adm	Reimburse mileage: 147 and postage	670 010 5340040	102.99
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 <b>November</b>	670 010 5340020	399.95
<b>DO NOT GENERATE WARRANT</b>					
				<b>TOTAL</b>	<b>10010.84</b>

**PAYROLL:**

Vendor #	Vendor Name	Item	Budget Code	Payment Amount
04861	TAYLOR, TONI	Payroll	670 010 53410	1469.72
02740	CALLECOD, BONNIE	Payroll	670 010 53410	922.27
D0047	KONKLER, VINCE	Payroll	670 010 53410	232.40
07575	SCHULTZ, JEFF	Payroll	670 010 53410	146.91
D0012	IHRKE, LETHA	Payroll	670 010 53410	905.48
B9417	IHRKE, JERRY	Payroll	670 010 53410	369.03
06209	BAUGH, ANDREA J	Payroll	670 010 53410	22.81
00520	EMPLOYMENT SECURITY – PFML	Paid Family & Medical Leave	670 010 520	27.62
07378	EMPLOYMENT SECURITY – WA CARES	Paid Family & Medical Leave	670 010 520	28.21
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 November	670 010 520	1103.55
<b>DO NOT GENERATE WARRANT</b>				

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			TOTAL	<b>5228.00</b>
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Approve Claims Payment Request in the amount of \$10010.84

Approve payroll in the amount of \$5228.00

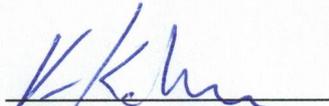
Total submitted for claims & payroll: \$15,238.84

Letha 1<sup>st</sup>, Jeff 2<sup>nd</sup>

Next regular meeting: Dec 12, 2024, 6:00

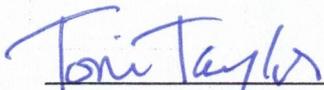
Adjourn 6:58

Board of Commissioners:

  
Commissioner

ATTEST

  
Commissioner

  
Toni Taylor, Clerk

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Commissioner