

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 **December 12, 2024** at the Sunlight Waters Country Club. Those attending were Commissioner Letha Ihrke, Commissioner Vince Konkler, clerk Bonnie Callecod, clerk Toni Taylor, with District Employee Jerry Ihrke.

The meeting was called to order by Commissioner Vince Konkler at 6:02 PM.

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

Treasurer's Report:

	Balance as of 11/1/2024	225,095.23
(General Fund)	Expended claims payments	\$10010.84
	Expended payroll	\$5228.00
	Water Sales	13,314.52
	Excise Tax	1018.30
	Balance as of 11/30/2024	224,189.21
Fund 670 022	Balance as of 11/1/2024	58936.06
(Capital Improvements Fund)	Deposits (New Connection Fees)	
	Expenditures	
	Balance as of 11/30/2024	58936.06
Fund 670 031	Balance as of 11/1/2024	52,779.32
(Fund to repay Public Works Trust Fund Loan)	Water Tank Assessment (10.00/pmt)	2926.88
	Supplemental Deposit (3.00/pmt)	876.32
	Payment	
	Balance as of 11/30/2024	56,582.52
	OUTSTANDING BALANCE OF DWSRF LOAN	49557.38

Total Monthly Revenues	18136.02
Total Monthly Expenditures	15238.84

Kittitas County Water District #7
 General Ledger Report
 (from Kittitas County Office of the Treasurer)
11/1/2024 -11/30/2024

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

Beginning Cash on Hand	\$218,740.90
Total Received	\$9,071.77
Total Disbursed	-\$11,317.64
Ending Cash on Hand	\$216,495.03

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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	43,621.23
Total Received	\$2,104.97
Total Disbursed	\$0.00
Ending Cash on Hand	\$45,726.20

Ending Bonds Outstanding \$45,566.35

Bank Account Balance: **\$59,432.69**

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

Repair & Maintenance Report

The new meter install for the Capps property is complete. Pumphouse road work is complete. Water faucets freeze where Letha gets water for testing. Jerry will replace them in the spring. There is a call in for a bid on snowplowing with the same company used last season.

Water Usage Report

Everything is running smoothly, and pumping at regular intervals. Residuals are holding well and only one reset was needed this month.

Water pumped through November 2024: 27.70 acre-feet
 Water pumped through November 2023: 29.19 acre-feet
 Water pumped through November 2022: 25.42 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 galllons
 Water pumped August 1-31 2024: 932,480 galllons
 Water pumped September 1-30 2024: 784,900 galllons
 Water pumped October 1-31 2024: 522,010 gallons
 Water pumped November 1-30 2024: 738,450 gallons

Old Business

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

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Funding Update - Attorney made some updates to contract that will be added as additional provisions to the original contract. Everything moving along on track.

District Vehicle – The check is in the mail for the truck. Jerry has been shopping for a new rig for the district. He will start sharing online findings with the commissioner team.

Lead Line Survey - Letters from the Department of Health need to be sent out. The commissioner team will write and include an attachment with February bills.

New Business

Resolution Approval – The commissioner team discussed resolution no. 24-07, to record the movement of the monthly meeting day from the second Tuesday to the second Thursday of each month. Letha moved to approve the resolution as read and Vince seconded. The motion passed unanimously.

Open Board Discussion

Letha moved the district to implement a repair tracking system to keep records of what service lines are repaired and when. Vince seconded and the motion pass unanimously.

Clerk Toni discussed the potential of moving the district website to be managed by an official company. It is currently done by volunteer from a water District resident. Toni will research website services and the team will revisit at the January meeting.

Vince would like an asset management process to be built in 2025. In addition to tracking assets, Vince would like everyone to come back to January meeting with things we do that could be easier.

CLAIMS PAYMENT REQUEST

Vendor #	Vendor Name	Code	Item	Budget Code	Payment Amount
06915	LABTEST	Op/M	Bacteria Test (Inv 23596 & 23816)	670 010 5340040	60.00
00252	EVERGREEN VALLEY UTILITIES	Op/M	Water Operator Fee (Inv 2024-2920)	670 010 5340040	100.00
40061 4	JONSON & JONSON, P.S.	Adm	Loan contract, DOH rev of docs (inv 38385)	670 010 5340040	1365.00
00221	KITTITAS COUNTY AUDITOR	Adm	Release Lien for Mary Anderson (Inv 147146)	670 010 5340040	18.00
07297	VISIONS MUNICIPAL SOLUTIONS, LLC	Adm	2025 Software Support & Services (Inv 09-15249)	670 010 5340040	5964.00
00363	KNUDSON LUMBER	Op/M	4 pc of 4x8x16 (Inv 325107)	670 010 5340030	17.30
03082	KITTITAS COUNTY WATER DISTRICT #7	Adm	Deposit to checking account at CVB	670 010 5340040	2500.00
07991	KLINGELE, GARY	Op/M	Help with data logger set up	670 010 5340040	200.00

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D0047	KONKLER, VINCE	Adm	Reimburse fee for extension for water right permit G4-34724	670 010 5340040	50.00
02740	CALLECOD, BONNIE	Adm	Reimburse mileage: 54, Boost Mobile 12 Mo	670 010 5340040	156.18
02740	CALLECOD, BONNIE	Adm	Reimburse invoice paper and envelopes	670 010 5340030	4233.13
04861	TAYLOR, TONI	Adm	Reimburse mileage: 161 and postage \$4.50	670 010 5340040	112.37
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 December	670 010 5340020	324.66
	DO NOT GENERATE WARRANT				
				TOTAL	15,100.64

PAYROLL:

Vendor #	Vendor Name	Item	Budget Code	Payment Amount
04861	TAYLOR, TONI	Payroll	670 010 53410	1195.99
02740	CALLECOD, BONNIE	Payroll	670 010 53410	402.19
D0047	KONKLER, VINCE	Payroll	670 010 53410	195.67
07575	SCHULTZ, JEFF	Payroll	670 010 53410	274.64
D0012	IHRKE, LETHA	Payroll	670 010 53410	868.08
B9417	IHRKE, JERRY	Payroll	670 010 53410	263.58
00520	EMPLOYMENT SECURITY – PFML	Paid Family & Medical Leave	670 010 520	22.44
07378	EMPLOYMENT SECURITY – WA CARES	Paid Family & Medical Leave	670 010 520	22.75

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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 December	670 010 520	998.66
			TOTAL	4244.00

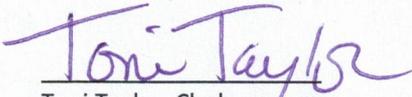
Approve Claims Payment Request in the amount of \$15,100.64
 Approve payroll in the amount of \$4244.00

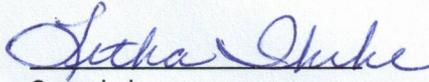
Total submitted for claims & payroll: \$19,344.64
 Letha moved to pay the claims and payroll and Vince seconded. The motion passed unanimously.

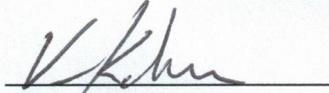
The meeting was adjourned at 7:26 pm.

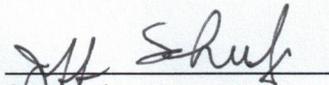
Next regular meeting: Jan 12, 2024, 6:00

ATTEST


 Toni Taylor, Clerk


 Commissioner


 Commissioner


 Commissioner