

BOARD OF COMMISSIONERS
 KITTITAS COUNTY WATER DISTRICT #7
 (Sunlight Waters)
 Board of Commissioners: Vince Konkler, Letha Ihrke

MINUTES of the regular meeting of the Board of Commissioners, held **November 14, 2023**, at the Sunlight Waters Country Club. Those attending were Commissioner Vince Konkler, Commissioner Letha Ihrke, clerk Bonnie Callecod, clerk Toni Taylor, and District Employee Jerry Ihrke.

The meeting was called to order by Commissioner Vince Konkler at 6:08 p.m.

The minutes of the regular meeting held October 10, 2023 were read. Letha moved and Vince seconded to approve the minutes. The motion passed unanimously.

Treasurer's Report:

Fund 670 010*	Balance as of 10/10/2023:	178,212.96
(General Fund)	Expended claims payments	11206.43
	Expended payroll	5839.36
	Water Sales	20,996.20
	Excise Tax	1285.29
	Balance as of 11/14/2023:	183,448.66
Fund 670 022	Balance as of 10/10/2023:	55,137.22
(Capital Improvements Fund)	Deposits (New Connection Fees)	0.00
	Expenditures	0.00
	Balance as of 11/14/2023:	55,137.22
Fund 670 031	Balance as of 10/10/2023:	39,514.57
(Fund to repay Public Works Trust Fund Loan)	Water Tank Assessment (10.00/pmt)	2520.00
	Supplemental Deposit (3.00/pmt)	756.00
	Payment	0.00
	Balance as of 11/14/2023:	42,790.57
	OUTSTANDING BALANCE OF DWSRF LOAN	68,349.53

Total Monthly Revenues	25,557.49
Total Monthly Expenditures	17,045.79

Comparison to last year:

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

Board of Commissioners: Vince Konkler, Letha Ihrke

Fund 670 010*	Balance as of 10/11/2022:	190,053.59
(General Fund)	Expended claims payments	17711.90
	Expended payroll	4712.00
	Water Sales	11481.59
	Excise Tax	731.89
	Balance as of 11/08/2022:	179,843.17
Fund 670 022	Balance as of 10/11/2022:	54,312.53
(Capital Improvements Fund)	Deposits (New Connection Fees)	0.00
	Expenditures	0.00
	Balance as of 11/08/2022:	54,312.53
Fund 670 031	Balance as of 10/11/2022:	35647.07
(Fund to repay Public Works Trust Fund Loan)	Water Tank Assessment (10.00/pmt)	1800.00
	Supplemental Deposit (3.00/pmt)	540.00
	Payment	0.00
	Balance as of 11/08/2022:	37,987.07
	OUTSTANDING BALANCE OF DWSRF LOAN	91,132.70

Kittitas County Water District #7
General Ledger Report
(from Kittitas County Office of the Treasurer)
10/1/2023 to 10/31/2023

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

Beginning Cash on Hand	\$201,965.00
Total Received	\$15,442.68
Total Disbursed	\$14,721.08
Ending Cash on Hand	\$202,686.60

670 022 Kittitas County Water District #7 Capital Improvements

Beginning Cash on Hand	\$54,937.22
Total Received	\$0.00
Total Disbursed	-\$0.00
Ending Cash on Hand	\$54,937.22

670 031 Kittitas County Water District #7 Maintenance
(PWTF Loan Repayment Funds)

BOARD OF COMMISSIONERS
KITITAS COUNTY WATER DISTRICT #7
(Sunlight Waters)
Board of Commissioners: Vince Konkler, Letha Ihrke

Beginning Cash on Hand	\$36,356.51
Total Received	\$2,353.00
Total Disbursed	0.00
Ending Cash on Hand	\$38,709.51

Ending Bonds Outstanding \$68,349.53

Letha made a motion to approve the treasurer's report and Vince seconded. The motion passed unanimously.

Water Usage Report

Average daily water usage is currently running between 22K-25K. In the last month, the pump has had a couple of resets. Letha and Jerry did troubleshooting with tech support and have not found any issues on the water district side of things. They are now going to contact the power company to determine if there are power breaks happening to the pump. Residuals are good. A water district spigot was located on Morrison Canyon and will be one of the locations used for monthly testing, in addition to a spigot on High Line Loop at the top of the district.

Water pumped through October 2023: 27.74 acre-feet
Water pumped through October 2022: 23.50 acre-feet
Water pumped through October 2021: 23.69 acre-feet

Water pumped January 1-31, 2023: 768,775 gallons
Water pumped February 1-28, 2023: 867,548 gallons
Water pumped March 1-31, 2023: 771,246 gallons
Water pumped April 1-30, 2023: 640,230 gallons (estimated)
Water pumped May 1-31, 2023: 1,057,958 gallons (estimated)
Water pumped June 1-30 2023: 1,262,975 gallons
Water pumped July 1-31 2023: 1,336,225 gallons
Water pumped August 1-31 2023: 1,036,375 gallons
Water pumped September 1-30 2023: 747,410 gallons
Water pumped October 1-31 2023: 552,570 gallons

Repair & Maintenance Report

Jerry is working to reroute the meter read map to make it more efficient. In doing so, he is also making notes of meters that need to be pulled, need new numbers, or need clearing. There are some roof leaks happening in the Baker Building. The data logger was sent in for warranty repair and has been returned. Jerry will work getting it installed.

Old Business

Current water connections: 234 active accounts (out of 267 available connections).

Potential Delinquency Log (customers owing more than \$165.00) Payments were due 11/13/2023.

Property Sales-

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

Board of Commissioners: Vince Konkler, Letha Ihrke

721 Morrison Canyon – Seller: Joye Simister – Buyer James and Jennifer Young
300 Ridge Loop – Seller: Darrell and Marianne Brunner – Buyer: Christian Ochoa Valenzuela
1660 Sunlight Drive – Seller: Evelyn Jones – Buyer: Pending

Commissioner Vacancy – The commissioner team is going to be following up with Jeff Schultz regarding his interest in the vacant commissioner position.

New Business

Class Action Settlements – There is currently a large class action lawsuit taking place against 3M Company, Chemours Company, Corteva, Inc., and DuPont de Nemours, Inc. impacting water districts. Letha moved Water District 7 partner with Mart Lawfirm for Requests to Exclude and related documents for the Proposed Settlements in the In Re Aqueous Film-Forming Foams Product Liability Litigation, D.S.C. MDL No. 2:18-mn-2873-RMG (the “Matter”), not to exceed the cost of \$1100. Vince seconded the motion and it passed unanimously.

Resolution – Resolution 08-23, regarding the previously passed and implemented rate increases for the water district was voted on and approved unanimously.

Personnel Files – Due to changes in the reporting processes for payroll with the state, clerk Toni will be creating a more official personnel file/onboarding process for district employees.

Open Board Discussion

Commissioner Vince Konkler attended a Water District conference in Wenatchee. During that time he connected with DWSRF regarding future funding opportunities for an additional well or improvements in the district. DWSRF offers several loan options the look beneficial to the state. The commissioners discussed that the district would be willing to raise rates to cover a DWSRF loan, if needed and confirmed our current rates are below the 2% median income of the district residents. Letha moved that the district pursue DWSRF funding. Vince seconded the motion and it passed unanimously.

The team discussed creating a resolution that would require all residents to maintain a three-foot perimeter around their meters of easier read access and those that fail to do so will be billed by the district for it to be cleaned up for them.

CLAIMS PAYMENT REQUEST

02972	ONE CALL CONCEPTS	Op/M	Excavation Notifications: 6 (inv 3109198)	670 010 5340040	6.42
00252	EVERGREEN VALLEY UTILITIES	Adm	Water Operator Fee	670 010 5340040	100.00
00317	JERROL'S	Adm	Colored Paper and Toner	670 010 5340030	211.84
00363	KNUDSON LUMBER CO	Op/M	Inv 291778 – Insulation	670 010 5340030	170.24
D0012	IHRKE, LETHA	Adm	Reimburse milage – 104, Postage Due	670 010 5340040	68.90
D0047	KONKLER, VINCE	Adm	Reimburse milage – 146	670 010 5340040	95.63
04861	TAYLOR, TONI	Adm	Reimburse mileage: 268 + Certified Letter	670 010 5340040	184.10
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	1370.07

**DO NOT GENERATE
WARRANT**

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

Board of Commissioners: Vince Konkler, Letha Ihrke

				TOTAL	2207.20
--	--	--	--	--------------	----------------

PAYROLL:

04861	TAYLOR, TONI	Payroll	670 010 53410	2444.15
D0047	KONKLER, VINCE	Payroll	670 010 53410	416.88
D0012	IHRKE, LETHA	Payroll	670 010 53410	1012.49
B9417	IHRKE, JERRY	Payroll	670 010 53410	605.81
00520	EMPLOYMENT SECURITY – PFML	Paid Family & Medical Leave	670 010 520	31.97
00520	EMPLOYMENT SECURITY – WA CARES	Paid Family & Medical Leave	670 010 520	31.87
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	940.04
DO NOT GENERATE WARRANT				
			TOTAL	5483.21

Approve Claims Payment Request in the amount of \$2207.20
Approve payroll in the amount of \$5483.21

Total submitted for claims & payroll: \$7,690.41

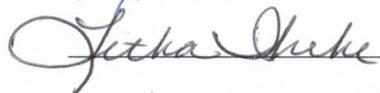
Letha moved the water district pay the claims and payroll as listed above. Vince seconded and the vote passed unanimously.

The meeting adjourned at 7:56 p.m.

Next regular meeting: Dec 12, 2023, 6:00 p.m.

Commissioners

 Vince Konkler

 Letha Ihrke

Attest:


Clerk – Toni Taylor