

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 **Dec 12, 2023**, at the Sunlight Waters Country Club. Those attending were Commissioner Vince Konkler, Commissioner Letha Ihrke, clerk Bonnie Callecod, clerk Toni Taylor, and District Employees Jerry Ihrke and AJ Baugh.

The meeting was called to order by Commissioner Vince Konkler at 6:14 p.m.

The minutes of the regular meeting held Nov 14, 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 11/14/2023	<b>183,448.66</b>
(General Fund)	Expended claims payments	2207.20
	Expended payroll	5483.21
	Water Sales	8576.65
	Excise Tax	523.69
	Balance as of 12/11/2023	<b>184,858.59</b>
Fund 670 022	Balance as of 10/10/2023:	<b>55,137.22</b>
(Capital Improvements Fund)	Deposits (New Connection Fees)	0.00
	Expenditures	0.00
	Balance as of 11/14/2023:	<b>55,137.22</b>
Fund 670 031	Balance as of 10/10/2023:	<b>42,790.57</b>
(Fund to repay Public Works Trust Fund Loan)	Water Tank Assessment (10.00/pmt)	1010.00
	Supplemental Deposit (3.00/pmt)	303.00
	Payment	0.00
	Balance as of 11/14/2023:	<b>44,103.57</b>
	<b>OUTSTANDING BALANCE OF DWSRF LOAN</b>	68,349.53

Total Monthly Revenues	<b>10,413.34</b>
Total Monthly Expenditures	<b>7690.41</b>

Comparison to last year:

BOARD OF COMMISSIONERS  
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Fund 670 010*	Balance as of 11/08/2022:	179843.17
(General Fund)	Expended claims payments	11656.41
	Expended payroll	2997.00
	Water Sales	14861.17
	Excise Tax	964.56
	Balance as of 12/13/2022:	<b>181,015.49</b>
Fund 670 022	Balance as of 11/08/2022:	54,312.53
(Capital Improvements Fund)	Deposits (New Connection Fees)	0.00
	Expenditures	0.00
	Balance as of 12/13/2022:	<b>54,312.53</b>
Fund 670 031	Balance as of 11/08/2022:	37987.07
(Fund to repay Public Works Trust Fund Loan)	Water Tank Assessment (10.00/pmt)	2580.00
	Supplemental Deposit (3.00/pmt)	774.00
	Payment	0.00
	Balance as of 12/13/2022:	<b>41,341.07</b>
	<b>OUTSTANDING BALANCE OF DWSRF LOAN</b>	91,132.70

Kittitas County Water District #7  
General Ledger Report  
(from Kittitas County Office of the Treasurer)  
**11/1/2023 to 11/30/2023**

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

Beginning Cash on Hand	\$202,686.60
Total Received	\$14,338.81
Total Disbursed	-\$5503.74
Ending Cash on Hand	\$211,511.67

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

BOARD OF COMMISSIONERS  
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(PWTF Loan Repayment Funds)

Beginning Cash on Hand	\$38,709.51
Total Received	\$2,093.00
Total Disbursed	0.00
Ending Cash on Hand	\$40,802.51

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 23K-25K.. 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. Bleach was ordered to replenish the supply. Letha will be gone for three days in December and AJ will cover the pump duties.

Water pumped through November 2023: 29.19 acre-feet  
Water pumped through November 2022: 25.42 acre-feet  
Water pumped through November 2021: 25.62 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  
Water pumped November 1-30, 2023: 474,270 gallons

**Repair & Maintenance Report**

The roof leaks in the Baker building are mostly fixed and leaking has slowed. The numbers for the meters missing labels have been received along with lids that need to be replaced. The data logger is back from repair and the program has been downloaded. The cable needs replacement on the water level indicator for the pump.

**Meter Reader Report**

Jerry and Toni will partner to create a new route map. The possibility of finding AJ a meter reading partner has been discussed.

**Old Business**

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

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Potential Delinquency Log (customers owing more than \$165.00) Payments were due 12/14/2023

Property Sales-  
N/A

Commissioner Vacancy – The commissioner team is going to be following up with Jeff Schultz regarding his interest in the vacant commissioner position. There has been some interest, however the current meeting date/time isn't working for potential candidates. Letha moved we change the meeting date to the 2<sup>nd</sup> Thursday of each month. Vince seconded and the motion passed unanimously.

**New Business**

Resolution – Resolution 09-23, regarding the required 3 feet of clearing around meters proposed by Letha. Vince seconded and the motion passed unanimously.

**Open Board Discussion**

Approve Claims Payment Request in the amount of \$9080.01  
Approve payroll in the amount of \$4300.49

Total submitted for claims & payroll: \$13,380.50

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

The meeting adjourned at 7:39p.m.

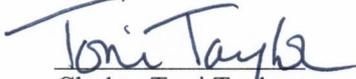
Next regular meeting: Jan 11, 2024, 6:00 p.m.

Commissioners

  
\_\_\_\_\_  
Vince Konkler

  
\_\_\_\_\_  
Letha Ihrke

Attest:

  
\_\_\_\_\_  
Clerk – Toni Taylor