

**CENTRAL WYOMING REGIONAL WATER SYSTEM
JOINT POWERS BOARD**

MEETING PROCEEDINGS

February 21, 2006

A public meeting of the Regional Water System Joint Powers Board (JPB) was held Tuesday, February 21, 2006 at 11:30 AM, in the Joint Powers Board Conference Room, Regional Water Treatment Plant, 1500 SW Wyoming Boulevard, Casper, WY.

Board Members Present - Chairman Bertoglio, Vice-Chairman Workman, Secretary Padgett, Treasurer Bentley, Board Members King and Opella. Board Member Killean participated by telephone and Board Member Peryam was absent.

City of Casper - Bertoglio, Padgett, Opella, Phillip Stuckert, David Hill, John Naquin, Janette Brown, Tim Rail

Natrona County – Killean – by telephone

Salt Creek Joint Powers Board – King

Wardwell Water & Sewer District – Workman

Pioneer Water & Sewer District – Bentley

Poison Spider Improvement & Service District -

Wyoming Water Development Office -

Sandy Lakes Estates -

Lakeview Improvement & Service District -

33 Mile Road Improvement & Service District -

Central Wyoming Regional Water System - Steve Garner

Central Wyoming Groundwater Guardian Team (CWGG) -

Others – Don Chapin - Crowell and Chapin, P.C., Tom Brauer – CEPI and the Wyoming Children’s Water Festival Foundation

The JPB meeting was called to order at 11:39 a.m.

1. In Announcements, Chairman Bertoglio announced that he held Board Member Peryam’s proxy as she had a scheduling conflict.
2. Chairman Bertoglio asked for a motion to approve the minutes of the December

13, 2005 meeting. Motion made by Board Member Opella and seconded by Treasurer Bentley to approve the minutes of the December 13, 2005 meeting. Motion put and carried.

3. Mr. Hill asked the Board to reference the January 2006 voucher listing in their agendas to include vouchers 6407 through 6416 for a total amount of \$167,094.44. Motion made by Board Member Opella and seconded by Board Member Killean to reaffirm the approval of the January 2006 vouchers in the amount of \$167,094.44. Motion put and carried.

Mr. Hill asked the Board to reference the February 2006 voucher listing in their agendas to include vouchers 6417 through 6424 for a total amount of \$253,683.73. Mr. Hill asked the Board to reference agenda item number 3b page 2. He stated that of the \$73,000 charged for chemicals, \$62,000 was for Sea Quest. He stated that Aqua Smart offered to not charge freight if a double load of Sea Quest was purchased, which saved approximately \$5,000 in freight charges. He stated that the Sea Quest will last for most of the year. Mr. Hill also stated that charges for Natural Gas and Electricity were up for the past month. Motion made by Secretary Padgett and seconded by Board Member Opella to approve the February 2006 vouchers in the amount of \$253,683.73. Motion put and carried.

4. Mr. Hill asked the Board to reference the Financial Statement. Mr. Hill stated that water sales were up from last year and that the budget year to date is doing well. Chairman Bertoglio asked what was covered with the Accounting & Audit line item. Ms. Brown stated that it was for the annual audit. Chairman Bertoglio asked if all invoices for the last audit had been received. Ms. Brown stated that they had. A motion was made by Vice-chairman Workman and seconded by Board Member Opella to accept the Financial Report. Motion put and carried.
5. In the Operations update, Mr. Hill turned the time over to Mr. Naquin for his update.

Mr. Naquin handed out copies of the Water Treatment Plant Annual Report for the Board Members to review. Mr. Naquin stated that the calendar year 2005 production was up by 152 mg over calendar year 2004. He also stated that production is up by 156 mg from July to date compared to last fiscal year. He stated that the Distribution crew has replaced the influent and drain valves on filters 5 and 6. Mr. Naquin stated that there have been three webcasts since January dealing with the DBPR and LT2. He stated that the last webcast was put on by AWWA and was a translation of the DBPR. He stated that several of the smaller entities were present for the webcasts on the DBPR. Mr. Naquin also stated that he has been gathering costs from different publications for the Actiflo Pilot Plant. Mr. Naquin stated that the chloramine analyzer has been purchased. It will show a continuous ratio of chlorine to ammonia which he hopes will help to avoid nitrification. He stated that the installation should be completed in March. Mr. Naquin stated that none of the wells had frozen with the recent extreme cold weather. Mr. Naquin also stated that work had begun on next year's budget and that the fuel charge for the chemicals was high.

Mr. Hill turned the time over to Mr. Rail for the Distribution Report. Mr. Rail stated that general maintenance on the boosters was being done and all the air vacs are in good shape. He stated that asbestos testing has been done on the floor and ceiling in the Old Pump House at a cost of \$1,800. Mr. Hill stated that the plan was to demolish the Old Pump House this year, but that the debris must be hauled away due to the asbestos content. He stated that more information will be gathered and presented to the Board. Mr. Rail stated that two years ago the entire City distribution system had been flushed and one year ago most of the Regional lines were flushed. He stated that this spring the crosstown pipeline would be flushed, but it has to be flushed where there is appropriate drainage.

6. In the Project Update, Mr. Garner stated that the Board has copies of the draft reply letter to EPA. He stated that he would expound on it later in the meeting when it came up on the agenda. Mr. Garner stated that Automation and Electronics is on schedule and hope to have the booster SCADA implemented in March. Mr. Garner stated that he is readying the rate model for the new budget.
7. There was no Public Comment.
8. Old Business:
 - a) Mr. Garner stated that some samples from Well 6 have EPA concerned. He stated that there were some results where the North Platte River and Well 6 were both TNTC. Mr. Garner stated that EPA asked to show 2-log removal. Mr. Garner stated that the samples from the River showed TNTC/ml and the results for Well 6 were TNTC/100ml. He also stated that the Well showed monoculture for Aerobic Spores while the River showed many species. Mr. Garner stated that if the Board had any modifications to the reply letter to let him know. Chairman Bertoglio stated that this issue is going to be on-going with EPA. Mr. Garner stated that there would be a meeting in September with EPA to discuss ways to modify the testing of the wells.
 - b) Mr. Hill stated that Mr. Naquin has been in contact with AWWA and Public Works to see about placing an ad for the Actiflo Pilot Plant. He stated that the ad was in the agenda for the Board to review. Mr. Hill reminded the Board that the Pilot Plant had been bid out with no response and that the Board is now open to negotiate for the sale of the Pilot Plant. Chairman Bertoglio asked how large the Pilot Plant was. Mr. Hill stated that it is a 1mgd plant.
 - c) Mr. Hill stated that the City of Casper is updating their Water Master Plan through a grant from the WWDC. CEPI was selected and they stated that they could include all the wholesale entities except Salt Creek. Mr. Hill stated that several months ago the Board instructed him to get a price to include Salt Creek in the model. Mr. Hill asked the Board to reference the letter from CEPI in their agendas. He stated that the price would be \$31,000. Mr. Hill stated that Midwest and Edgerton never had computerized master plans done and that the City of Casper has used their master plan since the 1960's. Board Member King asked what the Master Plan will show. Mr. Brauer stated that the plan is to include pipe in the system. He stated that they will look at all

maps and speak to system operators. He stated that once the plan is done it can be easily updated. Mr. Brauer also stated that hydrant testing would be done and they would go street by street to make sure all lines and valves are included. He stated that the contract is for time and materials with a ceiling of \$31,000. Mr. Hill stated that he checked with the WWDC and they do not have any additional funds available to help pay for the inclusion of Salt Creek. Chairman Bertoglio asked who was going to pay. Mr. Hill stated that the Board instructed him to get a price for the inclusion of Salt Creek. Chairman Bertoglio asked if there were funds available. Mr. Hill stated that funds could be included in the FY07 budget or use some of the monies set aside for the water purchase or not include Salt Creek in the Master Plan. Chairman Bertoglio asked if the rest of the entities are included. Mr. Brauer stated that they are included and that the base scope did not include the Salt Creek Joint Powers Board because they are not an integral portion of the Regional Water System or the City of Casper distribution system. Chairman Bertoglio asked the Board what their pleasure was on the issue. Board Member King stated that he was biased, but thought that it should be done. Vice-chairman Workman stated that he agreed that Salt Creek should be included in the Master Plan but was concerned about using the money set aside for a water purchase. Board Member Opella asked Mr. Brauer to explain how it would benefit the Regional Water System. Mr. Brauer explained that they can't do just the City of Casper, that all the Regional entities need to be included and that it will help all the systems with the DBPR. Treasurer Bentley asked if Salt Creek was the only entity not included. Mr. Brauer stated that was so. Treasurer Bentley asked who paid for the other entities. Mr. Brauer stated that the WWDC is paying for the rest of the entities. He stated that all the entities have been modeled in pieces and that the plan was to put all the pieces together. He stated that hydraulic models will be able to be done that will simulate water flows and pressures. Board Member Killean asked if the RWS Board doesn't pay will it not get done. Board Member King stated that the Salt Creek board won't be able to pay for it. Board Member Killean stated that she thought it would be foolish not to include Salt Creek in the model. Secretary Padgett stated that he agreed that it needs to be done, but is also concerned about using the water purchase money. He asked if it could wait. Mr. Brauer stated that it could wait as the Master Plan is done in steps. Mr. Hill stated that the Board may be able to finagle some of the Capital money. Board Member Opella stated that if the Board asked Mr. Hill to do this they should have known a cost would be involved. A motion was made by Vice-chairman Workman and seconded by Board Member Killean to have the Salt Creek system included in the Water Master Plan with the Regional Water System paying for the cost. Motion put and carried.

d) Mr. Hill stated that the Pathfinder Modification Project is important for everyone. He stated that he is putting together an email for the Board members to send to the Representatives. Chairman Bertoglio stated that he attended a meeting with Mr. Hill and Mr. Garner to

speak in favor of the project. He stated that it stayed in the Omnibus Bill. He also stated that there was a big push from upstream users to kill the bill. Mr. Hill recommended that the Board approve Chairman Bertoglio sending a letter in favor of the bill. A motion was made by Board Member Opella and seconded by Vice-chairman Workman to prepare a letter in support of the Pathfinder Modification Project. Motion put and carried.

- e) Mr. Hill stated that this year looks better than the last five years. He stated that the snow pack was at 130% as of February 1st. He stated that for sure the state is coming out of the drought. He stated that there was no call placed in February, but that it is still too early to tell if there will be a call placed for Inland Lakes. Chairman Bertoglio asked if there was a call placed, how are things with Rock Creek? Mr. Garner stated that water has been set aside for the RWS.
- f) Mr. Hill stated that at the December 2005 meeting Ms. Skogen presented the FY05 audit. At that time staff received permission to get an Audit Service quote from Lovelett and Skogen. A motion was made by Treasurer Bentley and seconded by Secretary Padgett to accept the audit contract from Lovelett and Skogen. Board Member Opella asked how long they have been conducting the audit. Ms. Brown stated that this was the third year they had conducted the audit. Motion put and carried.
- g) Mr. Brauer stated that last year the Water Festival Foundation Board was searching for someone to do the Festival. He stated that Ms. Hood showed interest for the Natrona County Conservation District to put together the Festival. Mr. Brauer stated that it takes over 1000 hours to arrange everything for the Water Festival and that the Foundation Board members don't have that kind of time. He stated that the Conservation District has support from sister agencies state wide. He also stated that the NCCD will have members on the Board, and will then take over the Festival. Mr. Brauer stated that he thought it would be the best thing for the Festival. Mr. Brauer stated that it was too late to get everything together for the Festival this year.

9. There was no Other Old Business.

10. New Business:

- a) Mr. Hill stated that the Old Trail West Addition desires to connect on the RWS Transmission line 1400 feet south of Poison Spider Road which is inside the City of Casper boundaries. He stated that the connection will be before the Pioneer meter and will help with the low residual in the area. Mr. Hill stated that he would like approval from the Board to make the connection. He stated that the line will be owned and operated by the City of Casper. Treasurer Bentley asked if the line will handle future growth. Mr. Hill stated that it would handle the growth, but they may have to do another loop on the line in the future. A motion was made by Board Member Opella and seconded by Treasurer Bentley to approve the City of Casper to tie into the 12" RWS transmission line. Motion put and carried.
- b) Mr. Hill asked the Board to reference the handout from WLC. He stated

that it is conceptual at this point. He stated that a developer from Mesa, Arizona purchased the BB Brooks Ranch and is parceling it out and selling it. The portion northeast of the landfill asked for annexation into the City of Casper and wishes to use city water and sewer. Mr. Hill stated that it is possible that a booster and tank may need to be installed. Mr. Hill stated that south of Homa Hills, there is a 10-acre parcel of land that wishes to get water either from the RWS or Salt Creek. Mr. Hill stated that he will have Mr. Brauer do some modeling in this area to show what is possible. Chairman Bertoglio stated that it wouldn't be an RWS issue if they come off the Salt Creek line. Mr. Hill stated that the Board would have to approve the expansion of the SCJPB system. Board Member King stated that Salt Creek has been approached about the issue. He stated that the SCJPB has been thinking of selling the line from the booster to the surge tank to the RWS to maintain. He also stated that the total loan amount is \$438,000. Chairman Bertoglio asked if it would be better for the RWS or the City of Casper to purchase the line. Mr. Hill stated that it would be better for the RWS to purchase the line and that the amount would be half of the total loan amount, \$215,000. Chairman Bertoglio stated that it was something worth considering. Vice-chairman Workman stated that he would rather see the RWS take over the line. Mr. Hill stated that he agreed and that the responsibility for the line would end at the meter and the entity would then take over the responsibility for the line. Chairman Bertoglio asked if the North Park Booster would be able to handle the increase. Mr. Hill stated that it would be able to handle the 10-acre lots.

- c) Mr. Hill stated that the Asset Transfer Agreement of 1995 and the Growth Policy states that the JPB must approve entity enlargements. Mr. Hill recommended the Board approve the Pioneer Water & Sewer enlargement. A motion was made by Board Member Killean and seconded by Vice-chairman Workman to approve the Pioneer Water & Sewer service area enlargement. Motion put and carried.
- d) Chairman Bertoglio stated that he has been talking with Mr. McDonald of the City of Casper Finance Department. He stated that Mr. McDonald recommended that the Board discontinue the automatic rollover of the CD's and invest the money in other ways. He asked if the Board wished to look into other investments or if they wished for Mr. McDonald to oversee the investments. Board Member Opella stated that he would like for Mr. McDonald to make recommendations to the Board. Chairman Bertoglio stated that it could be done that way for now and maybe in the future have Mr. McDonald take over as Finance Advisor. He stated that in order for the automatic rollovers to stop a letter would have to be sent to Hilltop Bank with two signatures. He also stated that Mr. McDonald is working on consolidating the funds. A motion was made by Treasurer Bentley and seconded by Board Member Opella to cancel the automatic renewals on the CD's. Motion put and carried.

- 11. In Other New Business, Chairman Bertoglio stated that he would like to get a plaque for Jamie Jones if there were no objections. The Board agreed that it was a good idea to get the plaque for Mr. Jones.

12. In the Chairman's Report, Chairman Bertoglio stated that there is a number of issues to get situated with the financials before budget.
13. Chairman Bertoglio stated that unless something comes up the March meeting will be cancelled for now. The April meeting will be held on April 18, 2006 at 11:30 a.m.

A motion was made by Board Member Opella and seconded by Secretary Padgett to adjourn the meeting at 1:14 p.m. Motion put and carried.

Chairman

Secretary
