

CENTRAL WYOMING REGIONAL WATER SYSTEM
JOINT POWERS BOARD
Meeting Minutes – December 16, 2025

Call to Order: 11:33 a.m., Joint Powers Board Conference Room, Regional Water Treatment Plant.

Roll Call: Board Members Present: Bertoglio (Chair/City), Sutherland (Treasurer/SCJPB), Larson (City), North (Vice-Chair/County), Pollock (City), Sweeney (City)(Virtually), and Sabrosky (Bar Nunn)

Absent: N/A

Also Present: Andrew Beamer (City), Ethan Yonker (City), Jill Johnson (City), Logan Wood (City), Mark Anderson (City), Sophie Stalnaker (City), Brandy Coyle (City), and Jase Madson (WPDN), Janette Brown (Contractual), George Mosier (WWDC), Brandon Noble (HDR), JR Degaugh (HDR), Phillip Stump (HDR), Nicholas Gassman (City)

1. Announcements

- a. It was brought to the board's attention that Board Members Pollock, North, and Sutherland all have terms expiring shortly, and Ms. Coyle is gathering information on keeping up to date on that.

2. Approved Minutes

- a. November 18th, Regular Meeting Minutes approved (Motion by North, seconded by Sabrosky.)

3. Bills & Claims

Vendor Name	Amount
City of Casper	221,080.20
Column Software PBC	221.67
Energy Management	7,916.45
HDR Engineering, INC	99,173.75
State of Wyoming	8,182.83
Williams, Porter, Day, & Neville, P.C.	598.00

- a. Approved (Motion by Sutherland, Second by Pollock)

4. Production Report

- a. November YTD Production: 77 million below the five-year average, likely due to weather conditions, rainstorms in July, and the reduction in city watering.

5. Financial Report

- a. Reported by Jill Johnson
- b. Behind for November based on the five-year average; however, based on production in the summer months, the overall Budget to Actual is far ahead.
- c. Interest earnings are up 16% from FY24.
- d. The HDR Master Plan rollover costs may cause the board to do a budget amendment in the future.
- e. Passed by Sabrosky, seconded by Pollock.

b. DXP Contract – HSSW1 Pump Rebuild:

- i. Request to authorize a Professional Services agreement with DXP Enterprises, Casper, Wyoming in the amount of \$32,125.00 for the Rebuild of the High Service Surface Water Peerless Virtual Pump.
- ii. Approved by Sabrosky, seconded by Pollock.

c. HDR Contract – Raw Water Intake Project:

- i. Request to authorize an agreement with HDR, Inc., for design and construction administration of the Raw Water Building Intake Improvements, Project No. 25-020, in the amount of \$201,736.00.
- ii. Approved by Pollock, seconded by North.

d. Towlift Contract – Forklift Procurement:

- i. Request to execute a Procurement of Goods Agreement with Towlift in Denver, Colorado, to replace the forklift at the Water Treatment Plant in the amount of \$72,645.25.
- ii. Approved by Pollock, seconded by Sutherland.

e. DWSRF Loan Agreement – Disinfection Project:

- i. Request to execute by resolution, loan documents with the Wyoming State Land and Investment Board (SLIB) for the purpose of receiving a \$20,000,000 Drinking Water State Revolving Fund (DWSRF) loan for the Primary Disinfection Improvement Projects, including \$100,502.51 in loan origination fees.
- ii. Approved by Sabrosky, seconded by Larson.

f. J. Brown Consultant Agreement:

- i. Authorizing Professional Services agreement with Janette K. Brown for the purpose of retaining consulting services in relation to historical and system processes from January 1, 2026, through June 30, 2026, in the amount of \$7,500.00.
 1. Monthly Retainer of three (3) hours of consultation - \$360.00
 2. Additional Hours – Hourly Rate - \$120.00
 3. Approved by Sabrosky, seconded by Pollock.
 4. Mileage – Current IRS Mileage Reimbursement Rate.
- ii. Approved by Sutherland, seconded by Larson.

g. Other

- i. None

10. Chairman's Report

- a. Andrew Beamer's contract to end before the next meeting.
- b. Chairman Bertoglio requested that Mr. Yonker present the Capital Improvement Plan to the Board at the next regular board meeting.
- c. Next meeting January 20th, 2025

Adjournment: 12:55 p.m. (Motion made by North, seconded by Pollock)

Paul Bertoglio
Chairman

Frank W. Watson
Secretary