

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

**MEETING PROCEEDINGS**

July 17, 2018

A public meeting of the Central Wyoming Regional Water System Joint Powers Board (Board) was held Tuesday, July 17, 2018 at 11:30 a.m., in the Joint Powers Board Conference Room, Regional Water Treatment Plant, 1500 SW Wyoming Boulevard, Casper, WY.

**Board Members Present -** Vice-Chairman Keffer, Treasurer Lawson, and Board Members Humphrey (by phone), Tasler, and Walsh. Chairman King, Secretary Powell, and Board Member Johnson were absent.

**City of Casper –** Humphrey, Walsh, Andrew Beamer, Bruce Martin, Brian Schroeder, Clint Conner, Janette Brown, Scott Baxter, Alex Sveda, Terry Cottenoir

**Natrona County –** Lawson

**Salt Creek Joint Powers Board –**

**Wardwell Water & Sewer District –** Keffer

**Pioneer Water & Sewer District –** Tasler

**Poison Spider Improvement & Service District –**

**Wyoming Water Development Office -**

**Sandy Lakes Estates -**

**Lakeview Improvement & Service District -**

**33 Mile Road Improvement & Service District –**

**Mile-Hi Improvement and Service District –**

**Central Wyoming Groundwater Guardian Team (CWGG) –**

**Others —** Charlie Chapin – Williams, Porter, Day & Neville, P.C.;

The Board meeting was called to order at 11:30 a.m. Vice-Chairman Keffer asked for a roll call to establish a quorum. Board Members present included: Vice-Chairman Keffer, Treasurer Lawson, Board Member Walsh, Board Member Tasler, and Board Member Humphrey (by phone). A quorum was established

1. In Announcements, Mr. Martin stated that Ms. Linda Tasler has the proxy for Board Member Waters today.
2. Vice-Chairman Keffer asked for a motion to approve the minutes from the June 19, 2018 meeting. A motion was made by Treasurer Lawson and seconded by Board Member Walsh to approve the minutes from the June 19, 2018 meeting. Motion put and carried.
3. Mr. Martin asked the Board to reference the updated voucher listing dated today and shown on the screen. Mr. Martin stated that three additional vouchers were added to the listing; voucher 7886 for DXP Enterprises, Inc. in the amount of \$53,049.43 for Raw Water Pump #5; voucher 7887 for COP Wyoming, LLC in the amount of \$79,584.75 for the Alternate Backwash Supply Project; and voucher 7888 for COP Wyoming c/o First Interstate Bank in the amount of \$649.50 for retainage for the Alternate Backwash Supply Project. Mr. Martin recommended approval of the vouchers and offered to answer any questions the Board may have on the voucher listing.

Vice-Chairman Keffer asked for a motion to approve the July 2018 vouchers. A motion was made by Board Member Walsh and seconded by Board Member Tasler to approve the July 2018 voucher list to include voucher numbers 7874 through 7888 in the amount of \$850,951.65. Motion put and carried.

4. Mr. Martin asked the Board to reference the Gallons Produced table in the agenda packet. Mr. Martin stated that production for June 2018 was 467 MG. Mr. Martin stated that the five year average is 489 MG. Mr. Martin stated that year to date production is 3.57 BG and the five year average is 3.72 BG.

Mr. Martin asked the Board to reference the Water Rates Billed spreadsheet. Mr. Martin stated that billed water for June was \$802,704.70. Mr. Martin stated that year to date, \$6,132,089.36 has been billed.

Mr. Martin stated that monthly compilation is not available as it is the end of the fiscal year and the Finance Department is getting ready for the annual audit.

Vice-Chairman Keffer asked for a motion to approve the June 2018 Financial Report as presented. A motion was made by Treasurer Lawson and seconded by Board member Walsh to approve the June 2018 Financial Report as presented. Motion put and carried.

5. Vice-Chairman Keffer turned the time over to Mr. Schroeder for the Operations Update.

Mr. Schroeder stated that water production has been down this month due to the rain. Mr. Schroeder stated that water production has been averaging 15 MGD, but today production is 29 MGD.

Mr. Schroeder stated that lightning damaged some equipment. Mr. Schroeder stated that a variable frequency drive (VFD) that was only three years old was destroyed and had to be replaced. Mr. Schroeder stated that the VFD was replaced and is in operation. Mr. Schroeder stated that the motor for the VFD is being rebuilt. Mr. Schroeder stated that he

is looking into lightning protection for the WTP. Mr. Schroeder stated that other than the lightning strike, things are going quite well.

The time was turned over to Mr. Conner for the Transmission System Update.

Mr. Conner stated that staff has been cleaning the sludge out the Actiflo basins. Mr. Conner stated that it has been a challenge with the rain as the sludge will be almost dry and it rains again getting the sludge wet and it has to dry out again.

Mr. Conner stated that mowing has been done at the RWS booster stations.

Mr. Conner stated that valves are being exercised on the Salt Creek waterline, and anode testing is being done on the Cross-Town Pipeline.

6. There was no Public Comment.

7. In Old Business:

a. Project Updates:

- i. Mr. Martin turned the time over to Mr. Scott Baxter with the City of Casper Engineering Department for an update on the Alternate Backwash Water Supply Tank Project and the Airport Elevated Water Storage Tank Project.

Mr. Baxter stated that the Airport Elevated Tank was hoisted to the top of the pillar, but there were some hoisting issues when the tank was halfway up. Mr. Baxter stated that the contractor was able to fix the issues and get the tank raised in about four hours. Mr. Baxter stated that the roof is welded and waiting to be painted. Mr. Baxter stated that this is downtime for the contractor as they are waiting on the paint crew to coat the inside and roof of the tank. Mr. Baxter stated that the SCADA still needs installed, and then the project can be finalized.

Mr. Baxter stated that the contact person from the Wyoming Water Development Commission visited the project site yesterday and was very pleased with the project. Mr. Conner stated that he has been impressed with the contractor for this project.

Mr. Chapin asked how long it will take to fill the tank once it is finished. Mr. Conner stated that it should take 12 to 18 hours to fill the tank.

Board Member Walsh asked when the tank will be in service. Mr. Baxter stated that it should be in service at the end of October.

- ii. Mr. Baxter stated that the Alternate Backwash Water Supply Tank should be ready to fill in the next week or so and then a walk-thru can be done to

close out the project. Mr. Baxter stated that there will be a change order in the near future for this project.

- iii. Mr. Martin turned the time over to Mr. Alex Sveda with the City Engineering Department for an update on the WTP Emergency Power Project.

Mr. Sveda stated that the Emergency Power Project is essentially complete, with some minor punchlist items, and one major punchlist item. Mr. Sveda stated that a switch for the surge arrestors was installed and everything was tied in, and then it was discovered that the switch was not working. Mr. Sveda stated that in order to replace the switch, the WTP must be completely shut down. Mr. Sveda stated that staff is in discussions with the contractor to work out the earliest date that the WTP can be shut down for the replacement. Mr. Sveda stated that with the WTP in summertime production, it will have to wait until the surface water plant is not in service.

Board Member Walsh asked if this switch was a mistake made by the contractor. Mr. Sveda stated that it is and it is a punchlist item, but it is faulty equipment. Board Member Walsh asked if the contractor is going to charge extra for their mistake. Mr. Sveda stated that the contractor will not charge extra; they were informed if there is a power outage and the generator is not working, they will be assessed damages.

Vice-Chairman Keffer asked if the contractor has the new equipment. Mr. Sveda stated that the contractor is still in conversations with their supplier about the faulty switch; the contractor is looking at the end of August to replace the faulty switch.

- b. There was no Other Old Business.

8. In New Business:

- a. Mr. Martin turned the time back over to Mr. Terry Cottenoir with the City Engineering Department to discuss Amendment No. 1 to the design contract with Lower & Co., P.C. for the WTP Bulk Sand Crane System Project.

Mr. Cottenoir stated that the design for this project is approximately 80% complete, but during the initial design review, it was discovered that Lower did not include electrical engineering design services in their price proposal. Mr. Cottenoir stated that Amendment No. 1 to the contract includes Lower's proposal for providing additional electrical engineering design services in the amount of \$1,300.

Treasurer Lawson stated that the total contract price on the Amendment is \$3,400, but in the memo it is listed as \$4,400, and asked which is correct. Mr. Cottenoir

stated that the price listed on the Amendment is correct, he made a typing error on the memo.

A motion was made by Treasurer Lawson and seconded by Board Member Walsh to approve Amendment No. 1 to the design contract with Lower & Co., P.C. for the WTP Bulk Sand Crane System, Project No. 18-033 in the amount of \$1,300. Motion put and carried.

- b. Mr. Martin turned the time over to Mr. Baxter to discuss Change Order No. 8 with COP Wyoming, LLC for the WTP Alternate Backwash Water Supply Tank Project.

Mr. Baxter stated that when the contractor attempted to install the level indicator for the Backwash Tank that it was not compatible with the existing equipment at the WTP. Mr. Baxter stated that the new level indicator was ordered in late June and it was not expected until after July 23<sup>rd</sup>, but it did arrive just the other day.

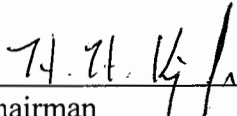
Mr. Baxter stated that there is no financial change with the change order, it is for a 31 day time extension only.

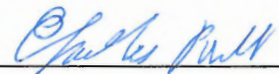
A motion was made by Board Member Walsh and seconded by Board Member Tasler to approve Change Order No. 8 with COP Wyoming, LLC for the WTP Alternate Backwash Water Supply Tank Project for a 31 day time extension. Motion put and carried.

- c. Board Member Johnson was not in attendance at the meeting and was unable to sign his annual banking letter.
  - d. There was no Other New Business.
9. In the Chairman's Report, Vice-Chairman Keffer stated that the next regular meeting will be held on August 21, 2018.

Mr. Martin announced that a tour of the WTP will be given to any interested Board Member after the meeting.

A motion was made by Board Member Tasler and seconded by Board Member Walsh to adjourn the meeting at 11:56 a.m. Motion put and carried.

  
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Chairman

  
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Secretary