

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

MEETING PROCEEDINGS

July 21, 2020

A public meeting of the Central Wyoming Regional Water System Joint Powers Board (Board) was held Tuesday, July 21, 2020 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 - Chairman King, Vice-Chairman Keffer, Secretary Waters, and Board Members Cathey, Huber and Powell. Treasurer Bertoglio and Board Member Freel were absent.

City of Casper – Cathey, Huber, Powell, Andrew Beamer, Bruce Martin, Brian Schroeder, Janette Brown, Scott Baxter

Natrona County –

Salt Creek Joint Powers Board – King

Wardwell Water & Sewer District – Keffer

Pioneer Water & Sewer District – Waters

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 11:31 a.m.

1. In Announcements, Mr. Martin stated that one additional item regarding checking account fees has been added to the agenda to be discussed under Other New Business.

2. Chairman King asked for a motion to approve the minutes from the June 16, 2020 and June 23, 2020 meetings. A motion was made by Vice-Chairman Keffer and seconded by Secretary Waters to approve the minutes from the June 16, 2020 and June 23, 2020 meetings. Motion put and carried.
3. Mr. Martin informed the Board that one additional voucher was added to the voucher listing; voucher 8185 for Equivalent Controls Corporation in the amount of \$8,333.72 for two Ammonia System mag meters. Mr. Martin recommended approval of the vouchers and offered to answer any questions the Board may have on the voucher listing.

Board Member Huber arrived at 11:33 a.m.

Chairman King asked for a motion to approve the July 2020 vouchers. A motion was made by Secretary Waters and seconded by Board Member Cathey to approve the July 2020 voucher list to include voucher numbers 8178 through 8185 in the amount of \$527,965.94. 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 2020 was 651 MG, which is 150 MG more than the five-year average of 501 MG. Mr. Martin stated that year-to-date production is 3.933 BG, which is approximately 247 MG more than the five-year average of 3.69 BG. Mr. Martin stated that water production was very good through the entire fiscal year.

Mr. Martin asked the Board to reference page 2 of the monthly compilation. Mr. Martin stated that Water Sales is \$7,590,765, which is \$1,397,010, or 22.56% more than last year due to the rate increase and above average water sales.

Mr. Martin stated that Total Operating Expenses are \$3,421,990 for June compared to \$2,843,592 for the same time last fiscal year which is an increase of 20.34%. Mr. Martin stated that increased production caused increased chemical purchases.

Chairman King asked for a motion to approve the June 2020 Financial Report as presented. A motion was made by Board Member Huber and seconded by Board Member Powell to approve the June 2020 Financial Report as presented. Motion put and carried.

5. Chairman King turned the time over to Mr. Schroeder for the Operations Update.

Mr. Schroeder stated that he will also be giving the Distribution update for Mr. Conner, who is not in attendance today.

Mr. Schroeder stated that Water Distribution staff has been working on cleaning out the Actiflo lagoon drying beds. Mr. Schroeder stated that they are half way done cleaning out the sludge from last year, and then will be cleaning out lagoons that need to be put into service.

Mr. Schroeder stated that Water Distribution staff has been mowing thistle in the well fields. Mr. Schroeder stated that they did a really nice job on that. Mr. Schroeder stated that there has been a really bad thistle crop for the last couple of years and staff has been working on cutting it down just before it goes to seed. Mr. Schroeder stated that the effort has started to work as this year the thistle is not nearly as bad as previous years.

Mr. Schroeder stated that Water Distribution staff has been working at Pioneer Booster installing new seal lines.

Mr. Schroeder stated that Water Distribution staff has been running main line valves on Salt Creek Highway.

Mr. Schroeder stated that Water Distribution staff is waiting on HOA, the SCADA contractor, to install a new power supply at Metro Booster.

Mr. Schroeder stated that sampling for lead and copper has been completed by Water Distribution staff.

Mr. Schroeder stated that Water Distribution staff has been mowing and spraying for weeds at the boosters and tanks.

Mr. Schroeder stated that water demand this month has been 25 MGD+ each day. Mr. Schroeder stated that usually, the WTP will see demand hit 25 MGD a couple of times in a month, but it has been every day this month. Mr. Schroeder stated that he suspects that once people start getting their July water bills, water demand will go down. Mr. Schroeder stated that the Operators have been doing a great job keeping up with demand, and the new SCADA system has been a great help and made it easier. Mr. Schroeder stated that production for July could very easily be over 700 MG.

Board Member Powell asked how the SCADA system is making it easier to keep up with water demand. Mr. Schroeder stated that the new SCADA system is very fast; the old system would take 20 minutes to make a change. Mr. Schroeder stated that it is faster seeing changes to chemical feeds and reporting. Mr. Schroeder stated that the SCADA system is easier for compliance reporting.

Board Member Cathey asked if the mowing of the thistles in the well field was being done instead of using chemical sprays in order to protect the wells. Mr. Schroeder stated that was correct.

Mr. Schroeder stated that there has been a steady flow of chemical trucks each week, and there hasn't been any interruptions.

Chairman King asked if there was any fluctuation in the price of the chemicals. Mr. Schroeder stated that the prices pretty much stayed the same, except for the sodium hypochlorite, which increased.

Mr. Schroeder stated that staff has been working on the HVAC system general maintenance. Mr. Schroeder stated that the HVAC maintenance contract has been renegotiated to where staff will be doing the general maintenance, such as changing belts and filters. Mr. Schroeder stated that the HVAC system has been stressed this summer.

Mr. Schroeder stated that everything is going really well and staff has been meeting demand each day. Mr. Schroeder stated that some mornings get hit so hard it is a challenge to meet demand, but thankfully there is storage out in the system to make up the difference.

6. There was no Public Comment.

7. There was no Old Business.

a. There was no Other Old Business.

8. In New Business:

a. Mr. Martin stated that the Raw Water Building contains a lot of electrical equipment that was installed in 1974. Mr. Martin stated that the Facility Plan identified this electrical equipment as a High Priority for replacement as the pump station is a critical component of the surface water treatment plant and critical to meeting summertime water demands. Mr. Martin stated that the pump station is in need of electrical upgrades in the form of new Motor Control Centers, Electrical Switchgear, and Variable Frequency Drives. Mr. Martin stated that lighting replacements were included as an Add Alternate Bid Item.

Mr. Martin stated that the Board entered into a design contract with West Plains Engineering, which estimated the project cost to be \$200,000.

Mr. Martin stated that seven bids were received on June 30, 2020 for the construction of the project. Mr. Martin stated that Automation & Electronics, Inc. was the low bid with the base bid of \$106,213 and add alternate bid of \$9,832, for a total bid amount of \$116,045. Mr. Martin recommended the Board authorize a construction contingency account, in the amount of \$13,955, for a total project amount of \$130,000.

A motion was made by Secretary Waters and seconded by Vice-Chairman Keffer to approve the contract with Automation & Electronics, Inc. in amount of \$116,045, with a contingency amount of \$13,955, for a total project amount of \$130,000. Motion put and carried.

b. In Other New Business, Mr. Martin stated that in the past few months there has been a service fee of \$25 - \$30 on the Board checking account. Mr. Martin stated that Ms. Brown contacted Hilltop Bank about the service fee and was informed that the Board accounts are Analysis Accounts and the interest that is earned is credited against any service fees. Mr. Martin stated that with interest rates so low

for the last several months, the earned interest has not been enough to offset the service fees. Mr. Martin stated that Hilltop Bank recommended switching the accounts to Snap Shot Checking, which would lower the service fees to approximately \$8 per month.


Mr. Martin asked the Board what they would like to do. Chairman King stated that if it will save the Board some money, he was for the change. Mr. Martin requested the Board make a motion as to how they would like to proceed.

A motion was made by Board Member Cathey and seconded by Vice-Chairman Keffer to switch the accounts at Hilltop Bank from Analysis Accounts to Snap Shot Checking accounts. Motion put and carried.

9. In the Chairman's Report, Chairman King stated that the next regular meeting will be held on August 18, 2020.

A motion was made by Board Member Cathey and seconded by Secretary Waters to adjourn the meeting at 11:50 a.m. Motion put and carried.


Chairman


Secretary