

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

**MEETING PROCEEDINGS**

September 17, 2019

A public meeting of the Central Wyoming Regional Water System Joint Powers Board (Board) was held Tuesday, September 17, 2019 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, Treasurer Bertoglio, and Board Member Powell. Board Members Cathey, Freel, and Huber were absent.

**City of Casper –** Powell, Andrew Beamer, Bruce Martin, Brian Schroeder, Clint Conner, Janette Brown

**Natrona County –** Bertoglio

**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 11:30 a.m.

1. There were no Announcements.

2. Chairman King asked for a motion to approve the minutes from the August 20, 2019 meeting. A motion was made by Treasurer Bertoglio and seconded by Secretary Waters to approve the minutes from the August 20, 2019 meeting. Motion put and carried.
3. Mr. Martin informed the Board that two additional vouchers were added to the voucher listing: voucher 8065 for Wyoming.com for the annual RWS Website Domain Hosting in the amount of \$60; and voucher 8066 for West Plains Engineering, Inc. for the WTP Raw Water Building MCC Replacement Project in the amount of \$8,100. Mr. Martin recommended approval of the vouchers and offered to answer any questions the Board may have on the voucher listing.

Chairman King asked for a motion to approve the September 2019 vouchers. A motion was made by Secretary Waters and seconded by Vice-Chairman Keffer to approve the September 2019 voucher list to include voucher numbers 8056 through 8066 in the amount of \$561,066.18. 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 August 2019 was 622 MG, which is 14 MG over the five year average of 608 MG. Mr. Martin stated that year to date production is 1.31 BG compared to the five year average of 1.26 BG. Mr. Martin stated that FY20 is starting out to be a good year for water sales.

Mr. Martin stated that Water Revenue for August was \$1,200,491.

Mr. Martin stated that the City Finance Department is still working on closing out the last fiscal year and getting ready for the annual audit. Mr. Martin stated that there have been some technical difficulties with the new financial software this month so the financial report is not ready. Mr. Martin stated that he hoped things will be back on track next month.

Chairman King asked for a motion to approve the August 2019 Financial Report as presented. A motion was made by Vice-Chairman Keffer and seconded by Secretary Waters to approve the August 2019 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 the Instrumentation and Controls Technician resigned last week. Mr. Schroeder stated that this is a very important position at the WTP and he is hoping to have the position filled by the end of November.

Mr. Schroeder stated that water demand has been dropping off over the past week or so and is currently at 14 MGD, which is down from 29 MGD.

Mr. Schroeder stated that staff is working on winterizing the wells. Mr. Schroeder stated that all 29 wells must have the thermostats and heaters checked and repaired before winter hits.

Mr. Schroeder stated that staff is preparing for the EPA Sanitary Survey. Mr. Schroeder stated that he has not yet been notified when it will take place, but everything should be ready when EPA arrives.

Mr. Schroeder stated that things are slowing down and it has been quiet.

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

Mr. Conner stated that chloramine residuals are starting to drop and nitrification is starting to be seen out in the system.

Mr. Conner stated that the system flushing that was discussed last month will be starting today. Mr. Conner stated that staff will be flushing RWS waterlines heading out to Pioneer, Poison Spider, the Airport, and up north. Mr. Conner stated that staff has been in contact with the other systems operators so they can flush their systems at the same time. Mr. Conner stated that staff will also be flushing the City system.

Mr. Conner stated that the Wardwell Tank was cleaned last week and the roof was replaced. Mr. Conner stated that the contractor should be back on site this week to do the cathodic protection and skirting. Mr. Conner showed a video of the roof being replaced. He stated that it didn't take very long to remove the roof and put the new one on as the new roof was built off site. Chairman King asked if the new roof looked more stable than the old roof. Mr. Martin stated that he noticed that there was some extra bracing on the roof sections.

Mr. Connor stated that staff is still waiting on a check valve for one pump at the Wardwell Booster.

Mr. Conner stated that mowing at the booster and tank sites was done this past week.

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 occasionally the wholesale water entities come forward to request enlargement of their district. Mr. Martin stated that Pioneer Water and Sewer District has submitted the following three petitions for enlargement:
    - Kelly and Nikki Faylor – 11749 W Poison Spider Road – 72.45 Acres – Contiguous to Pioneer. The Board discussed this parcel previously regarding an easement and one tap.
    - Philip and Lori Johnson – 7600 Poison Spider Road – 13.8 Acres – Contiguous to Pioneer, but not requesting a tap at this time.

- Donaldo Hermsillo and Brenda Guzman – 7808 Poison Spider Road – 176.31 Acres – Contiguous to Pioneer, requesting one ¾-inch tap.

Mr. Martin stated that all three petitions have been approved by the Pioneer Water and Sewer District Board and have been sent to the Natrona County Commissioners for approval. Mr. Martin recommended approval of the enlargement request for Pioneer Water and Sewer District.

Treasurer Bertoglio asked if any of the people requesting annexation to Pioneer inquired with Lakeview or Mile-Hi. Mr. Martin stated that one of the property owners did inquire with Mile-Hi, but Mile-Hi was not interested in enlarging their district.

A motion was made by Treasurer Bertoglio and seconded by Vice-Chairman Keffer to approve the three petitions for enlargement for Pioneer Water and Sewer District as discussed. Motion put and carried.

- b. Mr. Martin asked the Board to reference the agreement with Don's Mobile Carpet, Inc. for the replacement of 3,240 square feet of carpeting and 600 linear feet of 4-inch cove base in the WTP Administration areas. Mr. Martin stated that the existing flooring is 20+ years old, the high traffic areas are extremely worn, and the staining cannot be removed.

Mr. Martin stated that the existing flooring will be replaced using carpet tiles as opposed to the traditional carpet rolls. Mr. Martin stated that additionally, 900 square feet of extra tiles will be purchased so high traffic areas can be replaced as needed.

Mr. Martin stated that two quotes were received: Don's Mobile Carpet, Inc. - \$18,050.40; and Carpet One Commercial Flooring - \$21,437.60. Mr. Martin recommended approval of the agreement with Don's Mobile Carpet, Inc.

Chairman King asked if the carpet was going to be replaced in the conference room as well. Mr. Martin stated that the carpet in both the small and large conference rooms, the offices, lobby, hallways, and entry ways will be replaced.

A motion was made by Vice-Chairman Keffer and seconded by Secretary Waters to approve the agreement with Don's Mobile Carpet, Inc. for the replacement of the carpet in the WTP Administration areas in the amount of \$18,050.40. Motion put and carried.

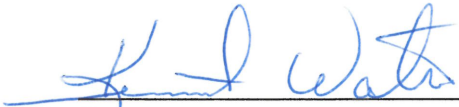
- c. There was no Other New Business.

9. In the Chairman's Report, Chairman King asked Mr. Chapin if he has heard anything further from the Town of Mills regarding moving the waterline. Mr. Chapin stated that he has not heard from them.

Chairman King stated that the next regular meeting will be held on October 15, 2019.

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

  
Chairman

  
Secretary