

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

**MEETING PROCEEDINGS**

September 18, 2018

A public meeting of the Central Wyoming Regional Water System Joint Powers Board (Board) was held Tuesday, September 18, 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 -** Chairman King, Vice-Chairman Keffer, Secretary Powell, Treasurer Lawson, and Board Member Tasler. Board Members Humphrey, Walsh, and Johnson were absent.

**City of Casper –** Powell, Bruce Martin, Brian Schroeder, Clint Conner, Janette Brown, Scott Baxter, Terry Cottenoir

**Natrona County –** Lawson

**Salt Creek Joint Powers Board –** King

**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 11:32 a.m.

1. In Announcements, Mr. Martin stated that Ms. Linda Tasler has the proxy for Board

Member Waters.

Mr. Martin stated that Agenda Item # 8b needs removed from the agenda as the signed contract has not been received. Mr. Martin stated that the agreement will be moved to a future meeting agenda.

2. Chairman King asked for a motion to approve the minutes from the August 21, 2018 meeting. A motion was made by Treasurer Lawson and seconded by Vice-Chairman Keffer to approve the minutes from the August 21, 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 four additional vouchers were added to the listing; voucher 7913 for Williams, Porter, Day & Neville, P.C. in the amount of \$389.20 for the legal expenses; voucher 7914 for Long Building Technologies in the amount of \$12,580 for exhaust fan replacements; voucher 7915 for Wyoming Financial Insurance in the amount of \$85,493 for annual property insurance; voucher 7916 for HDR Engineering, Inc., in the amount of \$16,595.64 for the Source Water Protection Plan. Mr. Martin stated that voucher 7912 would be considered later in the meeting and 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 2018 vouchers. A motion was made by Vice-Chairman Keffer and seconded by Board Member Tasler to approve the September 2018 voucher list to include voucher numbers 7902 through 7916 in the amount of \$626,805.32, with voucher 7912 to be considered later in the meeting. 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 2018 was 572.3 MG, which is 26 MG less than the five year average. Mr. Martin stated that year to date production is 1.148 BG.

Mr. Martin stated that Rates Billed for August were \$1.053 M.

Mr. Martin asked the Board to reference page 1 of the August 2018 Financial Report. Mr. Martin stated that Reserves are down slightly to \$7.165 M, which was expected due to the large capital projects.

Chairman King asked for a motion to approve the August 2018 Financial Report as presented. A motion was made by Vice-Chairman Keffer and seconded by Secretary Powell to approve the August 2018 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 water production for September is higher than expected.

Mr. Schroeder stated that two weeks ago the river flows were reduced to 500 cubic feet per second. Mr. Schroeder stated that river water is cleaner and more difficult to treat as it uses more chemicals. Mr. Schroeder stated that the well levels are low due to the low flows in the river.

Treasurer Lawson stated that Seminole flows have been less than half of normal because the irrigators shut down early, which caused a domino effect. Treasurer Lawson stated that Glendo is above level for winter.

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

Mr. Conner stated that water temperatures are up which is causing nitrification in the system to increase. Mr. Conner stated that staff has been flushing water mains and overflowing tanks to keep the nitrification under control.

Mr. Conner stated that the materials are in for the Pioneer Booster. Mr. Conner stated that the parts will be installed soon so the meter can be tested.

Mr. Conner stated that staff has been doing valve and ARV maintenance.

Mr. Conner stated that the Airport water line by Mills has been shut down as the Town of Mills is taking over the Hanly Acres area on Thursday.

Mr. Conner stated that staff is surveying the Brooks waterline that crosses the river.

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 paperwork for the Alternate Backwash Water Supply Tank has been completed to put the project into the warranty period. Mr. Baxter stated that the Backwash Tank has been operated by itself, and worked fine. Mr. Baxter stated that if an issue arises with the tank, the contractor must remedy the issue.

Treasurer Lawson asked if the valve for the sample line was fixed. Mr. Baxter stated that the valve was dug up, turned to open, and covered up. Chairman King asked why the valve was buried. Mr. Baxter stated that this is a special valve on the main that then goes to a curb stop. Mr. Conner stated that these valves are all over in the system.

ii. Mr. Baxter stated that the Airport Elevated Water Storage Tank Project is going well. Mr. Baxter stated that the coating inside and out of the tank has been completed and the finishing crew is on site installing the tank floor and completing the electrical. Mr. Baxter stated that the scheduled finish for the tank is October 12<sup>th</sup>.

b. There was no Other Old Business.

8. In New Business:

a. Mr. Martin stated that in July 2017 the Board authorized the submittal of an application to the State for funding for the WTP SCADA Improvements Project. Mr. Martin stated that after working with the State, the loan documents are in good order. Mr. Martin stated that HDR Engineering has completed the design for the project and DEQ has issued the permit to construct. Mr. Martin stated that the project is ready to go out for bid.

Mr. Martin recommended approval of Resolution 18-02 authorizing the execution of the Water Treatment Plant SCADA Improvements Project DWSRF Loan #213 documents, and the approval of voucher 7912 in the amount of \$8,000 for the DWSRF #213 loan origination fee.

A motion was made by Treasurer Lawson and seconded by Secretary Powell to approve Resolution 18-02 authorizing the execution of the Water Treatment Plant SCADA Improvements Project DWSRF Loan #213, and approval of voucher 7912 in the amount of \$8,000 for the DWSRF #213 loan origination fee. Motion put and carried.

b. The agreement with Rocky Mountain Air Solutions for the replacement of one liquid oxygen system heater was removed from the agenda.

c. Mr. Martin turned the time over to Mr. Baxter to explain Change Order No. 9 with COP Wyoming, LLC.

Mr. Baxter stated that this change order is a reduction in price due to some quantities coming in lower, and due to dirt and asphalt work. Mr. Baxter stated that there is \$33,000 of contingency funds that will not be used. Mr. Baxter stated that this change order will close out the project.

A motion was made by Vice-Chairman Keffer and seconded by Board Member Tasler to approve Change Order No. 9 with COP Wyoming, LLC for a price reduction of \$2,306 for final quantity variations for the WTP Alternate Backwash Water Supply Tank, Project No. 15-37. Motion put and carried.

d. Mr. Martin turned the time over to Mr. Terry Cottenoir with the City's Engineering Department to discuss the WTP Bulk Sand Crane System Project that was identified in the WTP Facilities Plan Update.

Mr. Cottenoir stated that bids were opened on Tuesday, September 11<sup>th</sup> for this project, and only one bid was received. Mr. Cottenoir stated that Modern Electric submitted a bid of \$28,380 for the project. Mr. Cottenoir stated that a contingency amount of \$3,000 is recommended, making the total project amount \$31,380. Mr. Cottenoir stated that the project estimate was \$20,000. Mr. Cottenoir stated that the expected completion date of the project is November 18<sup>th</sup>.

Mr. Martin stated that \$80,000 was budgeted for this project and recommended approval of the contract.

A motion was made by Vice-Chairman Keffer and seconded by Treasurer Lawson to approve the contract with Modern Electric Co., for the Water Treatment Plant Bulk Sand Crane System, Project No. 18-033 in the amount of \$28,380 with a contingency amount of \$3,000, making the total project amount \$31,380. Motion put and carried.

- e. Mr. Martin stated that staff has been working with EPA to develop a plan and schedule due to EPA classifying the system as BIN 2 under the Long Term 2 Enhanced Surface Water Treatment Rule.

Mr. Martin stated that a letter was sent explaining how the requirements of BIN 2 classification will be met, and requested 7 years to implement the required changes.

Mr. Martin stated that EPA wants a detailed schedule for implementing a UV System. Mr. Martin stated that the letter before the Board today details the schedule, starting with applying for SRF and WWDC funding in April. Mr. Martin stated that this schedule was put together with assistance from HDR Engineering.

Mr. Martin requested a motion from the Board for the Chairman to sign the letter to EPA.

Secretary Powell stated that in previous meeting it was discussed that a UV System would cost approximately \$11 M and asked how much would be covered by funding. Mr. Martin stated that WWDC funds would cover 67% of the cost, and the rest would be covered with a DWSRF loan and by rates. Secretary Powell asked if this would require a rate increase. Mr. Martin stated that this project would require a rate increase.

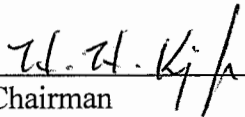
A motion was made by Secretary Powell and seconded by Board Member Tasler to approve the Chairman signing the LT2 BIN2 classification schedule letter to EPA. Motion put and carried.

- f. Board Member Johnson was not in attendance at the meeting and was unable to

sign his annual banking letter.

- g. There was no Other New Business.
9. In the Chairman's Report, Chairman King stated that the next regular meeting will be held on October 16, 2018.

A motion was made by Treasurer Lawson and seconded by Secretary Powell to adjourn the meeting at 12:10 p.m. Motion put and carried.

  
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Chairman

  
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Secretary