

Shoshone Municipal Water Joint Powers Board

Board Proceedings

Monday, March 14, 2022 – 10:00 a.m.

The regular meeting of the Shoshone Municipal Water Joint Powers Board was held on March 14, 2022 at its water treatment plant in Cody, Wyoming.

PRESENT: Chairman Jim Mentock, Vice Chairman Bryan Lee, Secretary Craig Sorenson, Treasurer J.R. Gonzales, Don Richards (via phone), Roy Holm, and Tim Sapp

ABSENT: None

OTHERS PRESENT: Craig Barsness, Manager; Dave Egan, Chief Plant Operator; Dexter Woodis, Chief Pipeline Operator; Lynn Foote, Administrative Assistant; and Tony Rutherford, Northwest Rural Water District (NRWD)

Chairman Mentock called the meeting to order at 10:00 a.m.

Minutes

Chairman Mentock requested approval of the February 14, 2022 board meeting minutes. Tim Sapp made a motion to approve the February 14, 2022 board meeting minutes as presented. Second by Craig Sorenson. AYE: Board Members Lee, Sorenson, Richards, Mentock, Gonzales, Holm, and Sapp. NAY: none. Motion carried.

Chairman Mentock requested approval of the January 10, 2022 and February 14, 2022 executive session minutes. Bryan Lee made a motion to approve January 10, 2022 and February 14, 2022 executive session minutes as presented. Second by Roy Holm. AYE: Board Members Lee, Sorenson, Richards, Mentock, Gonzales, Holm, and Sapp. NAY: none. Motion carried.

Bills

Chairman Mentock requested approval of the March 14, 2022 bills totaling \$80,215.17. There was brief discussion regarding the bills. J.R. Gonzales made a motion to approve the March 14, 2022 bills as listed. Second by Bryan Lee. AYE: Board Members Lee, Sorenson, Richards, Mentock, Gonzales, Holm, and Sapp. NAY: none. Motion carried.

Public Comments

Chairman Mentock asked for public comments. There were no public comments.

Update on the SLIB SRF Projects (Emergency Power & HVAC Upgrades)

The Manager reported that the boiler project is complete and is running well.

The emergency generator replacement project is on hold until the new generators arrive. There is no expected ship date at this time.

Update on the USBR renewal and consolidation of the water service contracts

The Manager contacted Cathy with the Bureau of Reclamation in the Casper office for an update. The draft contract is still in Washington D.C. There was brief discussion on either having the Manager obtain a letter drafted by the attorney to the Bureau of Reclamation addressing our concerns on the delay or call Senator Barrasso, Senator Lummis, and Representative Cheney. The board asked the Manager to make the phone calls and wait on sending a letter.

Update on the filter wash water waste valve replacements

The Manager reported that the project is complete, in service, and working well.

Update on Loan Refinancing

The Manager reported that First Bank of Wyoming is currently working on the refinancing of the loan at a 2.60% fixed rate for the life of the loan (approximately 16 years). Barbara Bonds has begun her share of the work, and we should receive a working draft in the coming weeks.

Audit Proposal

The Manager presented the board with the Audit Services Proposal from Steckman & Thomas with an all-inclusive fixed rate for the next three years (FY2022, FY2023, and FY2024) at \$10,450.00 per year. There was brief discussion on the possibility of a single audit which would be an additional fee of \$4,500.00. Craig Sorenson made a motion to accept the Audit Services Proposal as presented. Second by Bryan Lee. AYE: Board Members Lee, Sorenson, Richards, Mentock, Gonzales, Holm, and Sapp. NAY: none. Motion carried.

Preliminary Budget

The Manager presented the board with the preliminary budget for FY2023 and discussed each line item. No decisions were made.

Chief Plant Operator's Report

- The Chief Plant Operator reported that things are running well and presented an overview of the Monthly Production Summary report.
- Production for February was down 10% from January due to a shorter month.
- Chemical costs for February were down 6% from January.
- Chemical prices in general are rising.
- The filter wash water waste valve project is complete.
- Currently getting ready for spring run-off, exercising valves, and completing structure cleaning.

Chief Pipeline Operator's Report

- The Chief Pipeline Operator reported that the pipeline is running smooth.
- There is a planned pipeline shutdown for replacements and repairs at Pressure Control Station #2, #3, #4, and #6. Each entity that will be affected has been notified.
- Cody is using their new tank, but not yet using their pump station. There are no anticipated issues.

Manager's Report

- WYO-STAR interest for February has not yet posted. WYO-STAR I interest for January was 0.205%. WYO-STAR II interest for January was 0.958%.
- Water use figures for February were down 2.6% over the previous February. Water use figures are up 3.8% for the fiscal year.
- There was brief discussion on the Engineering Associates estimate for replacing the valves in the Filter Gallery. The Manager has put this project on the Intended Use Plan with SLIB.
- The Manager gave an overview of the City of Cody Beacon Hill tank project. Currently Cody is filling the tank by gravity. Bob Martin will be here the week of March 28, 2022 to start up their new pump

station and tie SMP in to be able to read telemetry.

- The Manager reported the Master Plan was not submitted for this year. It will be submitted next year.
- The Manager gave an overview and showed the board surveillance video and pictures of the damage to the front gate sustained March 11, 2022. There was discussion on the damages and what should be considered for future instances. The Park County Sheriff's Department is working on it, but they have no update at this time.

Other Business

There was no other business.

Executive Session – Personnel

At 11:11 a.m. Roy Holm made a motion to move into executive session to discuss a personnel matter, per Wyoming Statute 16-4-405. Second by Craig Sorenson. AYE: Board Members Lee, Sorenson, Richards, Mentock, Gonzales, Holm, and Sapp. NAY: none. Motion carried. Tony Rutherford, Dave Egan, Dexter Woodis, Craig Barsness, and Lynn Foote withdrew from the meeting and the executive session commenced. Craig Barsness re-entered the executive session at 11:14 a.m. No decisions were made. At 11:31 a.m. the board resumed the regular meeting.

Adjourn

At 11:33 a.m. Bryan Lee made a motion to adjourn the meeting. Second by Craig Sorenson. AYE: Board Members Lee, Sorenson, Richards, Mentock, Gonzales, Holm, and Sapp. NAY: none. Motion carried.

Chairman

Attest: _____
Secretary