

Shoshone Municipal Water Joint Powers Board

Board Proceedings

Monday, April 11, 2022 – 10:00 a.m.

The regular meeting of the Shoshone Municipal Water Joint Powers Board was held on April 11, 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, 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 March 14, 2022 board meeting minutes. Craig Sorenson made a motion to approve the March 14, 2022 board meeting minutes as presented. Second by Don Richards AYE: Board Members Lee, Sorenson, Richards, Mentock, Gonzales, Holm, and Sapp. NAY: none. Motion carried.

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

**Bills**

Chairman Mentock requested approval of the April 11, 2022 bills totaling \$85,483.69. There was brief discussion regarding the bills. Bryan Lee made a motion to approve the April 11, 2022 bills as listed. Second by Craig Sorenson. 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. The portable generator is said to be in transit, but no tracking information has been provided. The two stationary generators have not shipped yet due to supply chain issues. They are expected to ship the end of June at the earliest.

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

The Manager called and left a voicemail for David Palumbo, US Bureau of Reclamation Deputy Commissioner, expressing our concerns with the delay of the draft contract. Within a few days, they had a meeting regarding our draft contract, and it is now in the Billings office making its way to our office. Once the draft is received, the manager and SMP's attorney will review it before sending it out to the municipalities for review. Craig Sorenson made a motion to authorize SMP board officers to sign the contract contingent on Tracy Copenhaver's approval. Second by Bryan Lee. AYE: Board Members Lee, Sorenson, Richards,

Mentock, Gonzales, Holm, and Sapp. NAY: none. Motion carried.

### **Update on Loan Refinancing**

#### **SMJWPB Resolution No. 2022-01 (Action)**

The Manager reported that some initial paperwork has come through but not the final draft yet. There is a chance the final draft will be available before the next board meeting. Tim Sapp made a motion to approve Resolution 2022-01 and to authorize the SMP board officers to sign the loan paperwork as needed both contingent on Tracy Copenhaver's approval. Second by J.R. Gonzales. AYE: Board Members Lee, Sorenson, Richards, Mentock, Gonzales, Holm, and Sapp. NAY: none. Motion carried.

### **WAM-JPIC Board Election Ballot**

The Manager presented the board with the official ballot for WAM-JPIC Board of Directors. There was brief discussion on each candidate. Bryan Lee made a motion to elect Penny Robbins and Michele Richlin to the two Town Seat openings each for three-year terms and Cindy Baker to the single City Seat for a three-year term. Second by Don Richards. AYE: Board Members Lee, Sorenson, Richards, Mentock, Gonzales, Holm, and Sapp. NAY: none. Motion carried.

### **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 March was up 12% from February.
- Chemical costs for March were down 1% from February.
- SMP recently had a Cyber Security Assessment. They did find a few things to work on but nothing critical. We are currently waiting on an official report from the company.
- The operators have moved to working 10-hour days.
- The lime system began this month, and the Floc / Sed basins are scheduled to be cleaned later this month.

### **Chief Pipeline Operator's Report**

- The Chief Pipeline Operator reported that the pipeline is running smooth.
- The planned pipeline shutdown for repairs at Pressure Control Stations #2, #3, #4, and #6 went well and were completed in one day last month.
- Spring maintenance has started, and Roy Harper will be returning for the summer.
- 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 March has not yet posted. WYO-STAR I interest for February was 0.258%. WYO-STAR II interest for February was 1.380%.
- Water use figures for March were up 2.0% over the previous March. Water use figures are up 3.7% for the fiscal year.
- The Manager gave an update on the damage to the front gate sustained March 11, 2022. The Park County Sheriff's Office (PCSO) does not have the insurance information of the person responsible. It appears he has vacated the area. There was brief discussion on what the PCSO believes to have happened that day and on the increasing costs associated with the incident. We do not have the incident report yet, but it will be provided to our insurance company as soon as it is available. The new gate has been ordered, and we are currently waiting on quotes to fix the wire fencing.

**Other Business**

There was no other business.

**Executive Session – Personnel**

At 10:49 a.m. Tim Sapp 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 10:57 a.m. No decisions were made. At 11:21 a.m. the board resumed the regular meeting.

**Adjourn**

At 11:21 a.m. Bryan Lee made a motion to adjourn the meeting. Second by Don Richards. AYE: Board Members Lee, Sorenson, Richards, Mentock, Gonzales, Holm, and Sapp. NAY: none. Motion carried.

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Chairman

Attest: \_\_\_\_\_  
Secretary