

Shoshone Municipal Water Joint Powers Board

Board Proceedings

Monday, June 13, 2022 - 10:00 A.M.

The regular meeting of the Shoshone Municipal Water Joint Powers Board was held on June 13, 2022 at its water treatment plant in Cody, Wyoming.

PRESENT: Chairman Jim Mentock, Vice Chairman Bryan Lee, Secretary Craig Sorenson, Don Richards, Roy Holm, and Tim Sapp

ABSENT: Treasurer J.R. Gonzales

OTHERS PRESENT: Craig Barsness, Manager; Dave Egan, Chief Plant Operator; Dexter Woodis, Chief Pipeline Operator; and Mike Reney, Operator

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

Minutes

Chairman Mentock requested approval of the May 9, 2022 board meeting. Bryan Lee made a motion to approve the May 9, 2022 board meeting minutes as presented. Second by Tim Sapp. AYE: Board Members Lee, Richards, Mentock, Holm, and Sapp. NAY: none. Motion carried.

Chairman Mentock requested approval of the May 9, 2022 executive session minutes. Tim Sapp made a motion to approve the May 9, 2022 executive session minutes as presented. Second by Bryan Lee. AYE: Board Members Lee, Richards, Mentock, Holm, and Sapp. NAY: none. Motion carried.

Bills

Chairman Mentock requested approval of the June 13, 2022 bills totaling \$360,788.29. There was brief discussion regarding the bills. Don Richards made a motion to approve the June 13, 2022 bills as listed. Second by Roy Holm. AYE: Board Members Lee, Richards, Mentock, Holm, and Sapp. NAY: none. Motion carried.

The Manager noted that there was a \$0.38 error on last month's bills list. A credit was entered into Quickbooks and then rejected without our knowledge.

Craig Sorenson arrived at 10:07 a.m.

Public Hearing for the FY-2023 Budget

At 10:07 a.m. Chairman Mentock opened the public hearing for the FY-2023 Budget for comments. Chairman Mentock closed the public hearing for the FY-2023 Budget at 10:32 a.m.

Public Comments

There were no public comments.

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

The new portable emergency generator is here, and it is being stored in our storage building. The two stationary emergency generators are still scheduled to ship end of June. The Manger addressed Change Order #3, a no cost change order to clarify the cost of the project on several contract documents. Bryan Lee made a motion to approve Change Order #3. Second by Roy Holm. AYE: Board Members Lee, Sorenson, Richards, Mentock, Holm, and Sapp. NAY: none. Motion carried.

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

The Manager reported that all City and Towns have received the USBR draft renewal and consolidation water service contracts individually for their review and discussion of the document. There was a brief discussion regarding the remaining cost, a date of completion for the USBR renewal, and consolidation of the water service contracts.

Update on Loan Refinancing

Manager reported the loan refinancing is complete. Our first payment will be June 28, 2022.

Bryan Lee made a motion to approve the Manager to transfer money electronically between accounts at First Bank of Wyoming to facilitate monthly 2022-Note payments. Second by Tim Sapp. AYE: Board Members Lee, Sorenson, Richards, Mentock, Holm, and Sapp. NAY: none. Motion carried.

Amend the FY-2022 Budget SMJWPB Resolution No. 2022-02

As a result of the loan refinancing, we have slightly exceeded the amount budgeted for loan payments necessitating an amendment to the budget:

1. Increase the 2017 – Note FBW Payment line item by \$5,500.00 from \$1,226,700.00 to \$1,232,200.00.
2. Decrease the Machinery and Equipment line item by \$5,500.00 from \$295,500.00 to \$290,000.00.

There is no change in the bottom line of the budget.

Craig Sorenson made a motion to approve SMJWPB Resolution No. 2022-02 which amends the FY-2022 budget. Second by Bryan Lee. AYE: Board Members Lee, Sorenson, Richards, Mentock, Holm, and Sapp. NAY: none. Motion carried.

Proposed FY-2023 Budget

The Manager reviewed the proposed budget for the 2023 Fiscal Year. There was discussion on each line item. Don Richards made a motion to approve the proposed FY-2023 budget as listed. Second by Bryan Lee. AYE: Board Members Lee, Sorenson, Richards, Mentock, 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 May was up 36% from April. Water usage down 5.41% from last year.
- Chemical costs for May were up 32% from April. Surcharges, delivery fees, and fuel charges are being added to each load of chemical now being delivered.
- Power supply equipment for PLC/Radio upgrades is being installed by SMP's contractor.
- Operator on duty is now working 12-hour shifts. All other operators are working 10-hour shifts.
- Lagoons are changed over for the year with #2 drying out for the summer.
- Water is treating well. The cost of treatment is higher per gallon this year.

CHIEF PIPELINE OPERATOR'S REPORT

- The Chief Pipeline Operator reported pipeline is running smooth after a week of correction at different pressure control stations.
- Reported that changes to the original plans of Cody's bypass project resulted in the project changing from an 8-inch bypass to a 4-inch bypass.
- Cody's Service Connection valve bypass project was completed. Harris Trucking did a good job.

MANAGER'S REPORT

- WYO-STAR interest for May has not posted yet. WYO-STAR I interest for April was 0.259%. WYO-STAR II interest for April was 0.960%.
- Water use figures for May were down 5.7% over the previous May. Water figures will end up 2.4% for the fiscal year.
- Our Annual Board BBQ for the utilities we serve is planned for July 11, 2022 at 12:00 p.m. at the water treatment plant with catering from Bubba's BBQ.

OTHER BUSINESS

- The Manager gave an update on the repair status of the damaged front gate.

Executive Session – Personnel

At 11:15 a.m. Bryan Lee 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, Holm, and Sapp. NAY: none. Motion carried. Craig Barsness, Dave Egan, Dexter Woodis, and Mike Reney withdrew from the meeting and the executive session commenced. Craig Barsness re-entered the executive session at 11:30 a.m.

No decisions were made.

At 12:23 p.m. the board resumed the regular meeting.

Adjourn

At 12:24 p.m. Bryan Lee made a motion to adjourn the meeting. Second by Craig Sorenson. AYE: Board Members Lee, Sorenson, Richards, Mentock, Holm, and Sapp. NAY: none. Motion carried.

Chairman

Attest: _____
Secretary