

Shoshone Municipal Water Joint Powers Board

Board Proceedings

Monday, July 11, 2022 - 10:00 A.M.

The annual meeting of the Shoshone Municipal Water Joint Powers Board was held on July 11, 2022 at its water treatment plant in Cody, Wyoming.

PRESENT: Chairman Jim Mentock (via phone), 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; Mike Reney, Operator; Lynn Foote, Administrative Assistant; and Tony Rutherford, Northwest Rural Water District (NRWD)

Vice Chairman Lee called the meeting to order at 10:01 a.m.

Minutes

Vice Chairman Lee requested approval of the June 13, 2022 board meeting minutes. Craig Sorenson suggested a correction in the Chief Pipeline Operator's section. Don Richards made a motion to approve the June 13, 2022 board meeting minutes with the correction. Second by Craig Sorenson. AYE: Board Members Lee, Sorenson, Richards, Mentock, Gonzales, and Holm. NAY: none. Motion carried.

Tim Sapp arrived 10:04 a.m.

Vice Chairman Lee requested approval of the June 13, 2022 executive session minutes. Roy Holm made a motion to approve the June 13, 2022 executive session minutes as presented. Second by Craig Sorenson. AYE: Board Members Lee, Sorenson, Richards, Mentock, Gonzales, Holm, and Sapp. NAY: none. Motion carried.

Bills

Vice Chairman Lee requested approval of the July 11, 2022 bills totaling \$290,487.55. There was brief discussion regarding the bills. Craig Sorenson made a motion to approve the July 11, 2022 bills as listed. Second by J.R. Gonzales. AYE: Board Members Lee, Sorenson, Richards, Mentock, Gonzales, Holm, and Sapp. NAY: none. Motion carried.

Vice Chairman Lee requested approval of the June 30, 2022 bills totaling \$97,968.74. There was brief discussion regarding the bills. Craig Sorenson made a motion to approve the June 30, 2022 bills as listed. Second by J.R. Gonzales. AYE: Board Members Lee, Sorenson, Richards, Mentock, Gonzales, Holm, and Sapp. NAY: none. Motion carried.

Public Comments

There were no public comments.

Election of Officers

Following a brief discussion regarding board officer nominations, Don Richards made a motion to retain the current slate of officers for FY-2023, as follows: Jim Mentock, Chairman; Bryan Lee, Vice Chairman; Craig Sorenson, Secretary; J.R. Gonzales, Treasurer. Second by Craig Sorenson. AYE: Board Members Lee, Sorenson, Richards, Mentock, Gonzales, Holm, and Sapp. NAY: none. Motion carried.

Selection of Paper of Record

Don Richards made a motion to maintain the Powell Tribune as Shoshone Municipal Pipeline's paper of record. Second by Tim Sapp. AYE: Board Members Lee, Sorenson, Richards, Mentock, Gonzales, Holm, and Sapp. NAY: none. Motion carried.

Designation of Depositories

The Manager reminded the board that SMP currently has two depositories – First Bank of Wyoming and WYO-STAR. SMP is only required to designate the depositories where it has money deposited, but may designate others as needed.

Roy Holm made a motion to designate First Bank of Wyoming and WYO-STAR as Shoshone Municipal Pipeline's depositories. Second by Tim Sapp. AYE: Board Members Lee, Sorenson, Richards, Mentock, Gonzales, Holm, and Sapp. NAY: none. Motion carried.

Disclosure of Interest Form

Vice Chairman Lee requested all board members complete, sign, and submit their Disclosure of Interest forms to the Manager.

Conflict of Interest Reminder

The Manager reminded the Board of SMP's Conflict of Interest Policy which requires all board members and employees to disclose any conflicts of interest and, in the event of a conflict, recuse themselves from board discussions and decisions.

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 now here as well. Work is scheduled to resume July 14, 2022 and should take approximately a month to complete.

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

The Manager reported that the Bureau of Reclamation has made the requested changes to the contract, and the final draft is here. The Manager discussed the final draft with the board and stated he will obtain signatures from the entities as needed on the final copy. Tim Sapp made a motion to approve the Water Service Agreement and to authorize the Chairman to sign it. Second by Craig Sorenson. 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 June was up 25% from May. June water usage was down 18% from last year.
- Chemical costs for June were up 78% from May. Chemical costs almost doubled from last June due to record turbidity from recent rains. Also, surcharges, delivery fees, and fuel charges are being added to each load of chemical now being delivered.
- Water is treating well even in this time of record turbidity. The operators have handled it well.
- The CPO reported on the pipeline RTU project: almost all the parts are here and the contractor is starting work to install them.

Chief Pipeline Operator's Report

- The Chief Pipeline Operator reported the pipeline is running smooth and passed around pictures of the recent Cody bypass project. He reported the project went well.

Manager's Report

- WYO-STAR interest for June has not posted yet. WYO-STAR I interest for May was 0.650%. WYO-STAR II interest for May was 1.202%.
- Water use figures for June were down 18.5% over the previous June.
- Our Annual Board BBQ for the utilities we serve is today following the meeting with catering from Bubba's BBQ.

Other Business

There was no other business.

Executive Session – Personnel

At 10:40 a.m. J.R. Gonzales made a motion to move into executive session to discuss a personnel matter, per Wyoming Statute 16-4-405. Second by Tim Sapp. AYE: Board Members Lee, Sorenson, Richards, Mentock, Gonzales, Holm, and Sapp. NAY: none. Motion carried. Craig Barsness was asked to stay. Dave Egan, Dexter Woodis, Tony Rutherford, Lynn Foote and Mike Reney withdrew from the meeting and the executive session commenced. Dexter Woodis re-entered the executive session at 11:04 a.m. Dexter Woodis withdrew from the meeting at 11:21 a.m.

No decisions were made.

At 11:28 a.m. the board resumed the regular meeting.

Proposed FY-2023 wage brackets and steps

The Manager recommended increasing the wage brackets and steps by \$1.00 per hour across each position. Don Richards made a motion to accept the recommendation to increase wage brackets and steps by \$1.00 per hour across each position. Second by Roy Holm. AYE: Board Members Lee, Sorenson, Richards, Mentock, Gonzales, Holm, and Sapp. NAY: none. Motion carried.

Craig Sorenson made a motion to raise the Manager's annual salary to \$121,500.00. Second by Don Richards. AYE: Board Members Lee, Sorenson, Richards, Mentock, Gonzales, Holm, and Sapp. NAY: none. Motion carried.

Adjourn

At 11:30 p.m. Jim Mentock made a motion to adjourn the meeting. Second by J.R. Gonzales. AYE: Board Members Lee, Sorenson, Richards, Mentock, Gonzales, Holm, and Sapp. NAY: none. Motion carried.

Chairman

Attest: _____
Secretary