

Shoshone Municipal Water Joint Powers Board

Board Proceedings

Monday, July 10, 2023 - 10:00 A.M.

The annual meeting of the Shoshone Municipal Water Joint Powers Board was held on July 10, 2023 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; 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 June 12, 2023 board meeting minutes. Craig Sorenson made a motion to approve the June 12, 2023 board meeting minutes as presented. Second by J.R. Gonzales. AYE: Board Members Lee, Sorenson, Richards, Mentock, Gonzales, Holm, and Sapp. NAY: none. Motion carried.

Chairman Mentock requested approval of the June 12, 2023 executive session minutes. Don Richards made a motion to approve the June 12, 2023 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 June 30, 2023 bills totaling \$1,005,926.80. The SLIB loan payoff totaling \$967,551.15 is included in this bills list. It was previously approved by the board and paid via a wire transfer, but we need a check to keep for accounting purposes. There was brief discussion regarding the bills. Bryan Lee made a motion to approve the June 30, 2023 bills as listed. 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 July 10, 2023 bills totaling \$31,139.73. There was brief discussion regarding the bills. Roy Hom made a motion to approve the July 10, 2023 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, Craig Sorenson made a motion to retain the current slate of officers for FY-2024, as follows: Jim Mentock, Chairman; Bryan Lee, Vice Chairman; Craig Sorenson, Secretary; J.R. Gonzales, Treasurer. Second by Don Richards. AYE: Board Members Lee, Sorenson, Richards, Gonzales, Holm, and Sapp. NAY: Mentock. Motion carried.

Selection of Paper of Record

Bryan Lee made a motion to maintain the Powell Tribune as Shoshone Municipal Pipeline's paper of record. Second by Roy Holm. 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.

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

Disclosure of Interest Form

Chairman Mentock 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 all board discussions and decisions.

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

The Manager reported that the SLIB loan for \$967,551.15 was paid in full via wire transfer on June 15, 2023 as scheduled. SLIB has provided us with the signed paid in full paperwork, and the project is complete.

Proposed Verizon Lease

The Manager gave an update regarding proposing our own lease to present to Verizon per the board's request. Verizon was not open to the board's lease suggestions. Therefore, the board expressed no interest in continuing with this project and chose to drop this agenda item.

Resolution 2023-3 SLIB

The Manager reported that SLIB has an application deadline of August 4, 2023 for another round of ARPA money available for funding an upcoming filter valve replacement project. The cost of this project has risen from the original estimate of \$2.95 million to over \$4 million in just a year. After discussion of the project and application, Craig Sorenson made a motion to allow the Chairman and Secretary to sign the resolution allowing the application to be submitted and designate Jim Mentock, Chairman and Craig Barsness, Manager as the contacts on the application. Second by Tim Sapp. 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 down 9% from May. June water usage was down 13% from last year.
- Chemical costs for June were up 24% from May.
- Water is treating well as there hasn't been high turbidity yet.
- There will be a valve change out in the filter gallery coming soon, but we are waiting on the contractor's schedule.

Chief Pipeline Operator's Report

- The Chief Pipeline Operator reported the pipeline is running smooth.
- Vault maintenance is going slower than previous years due to not having a summer laborer, various crossings, and operator schedule changes, but it is still being worked on as time allows.

Manager's Report

- WYO-STAR interest for June has not posted yet. WYO-STAR I interest for May was 3.993%. WYO-STAR II interest for May was 2.685%.
- Water use figures for June were down 9.5% from May and down 13.9% over the previous June.
- Work on the Master Plan continues, and there is a pre-proposal meeting scheduled for July 19, 2023 at the plant with a tour.
- We are still working with the LDS church on their proposed temple project. Our engineer is reviewing the drawings, so they can make recommendations regarding protection of our pipeline.
- 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 10:33 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 Roy Holm. 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, and Lynn Foote withdrew from the meeting, and the executive session commenced.

No decisions were made.

At 11:30 a.m. the board resumed the regular meeting.

Proposed FY-2024 wage brackets and steps

Don Richards made a motion to fully fund the remaining employees' portion (4.625%) of Wyoming Retirement effective July 1, 2023, and to make no changes to the wage brackets or steps. Second by Craig Sorenson. AYE: Board Members Lee, Sorenson, Richards, Mentock, Gonzales, Holm, and Sapp. NAY: none. Motion carried.

With the upcoming retirement of current Manager Craig Barsness, effective January 31, 2023, Bryan Lee made a motion to authorize the board Chairman and Vice Chairman to officially offer current Chief Pipeline Operator, Dexter Woodis, the position of Manager with an effective date to be determined. Second by Craig Sorenson. AYE: Board Members Lee, Sorenson, Richards, Mentock, Gonzales, Holm, and Sapp. NAY: none. Motion carried.

Adjourn

At 11:38 a.m. Craig Sorenson 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.

Chairman

Attest: _____
Secretary