

Shoshone Municipal Water Joint Powers Board

Board Proceedings

Monday, September 11, 2023 - 10:00 A.M.

The regular meeting of the Shoshone Municipal Water Joint Powers Board was held on September 11, 2023 at its water treatment plant in Cody, Wyoming.

PRESENT: Vice Chairman Bryan Lee, Secretary Craig Sorenson, Treasurer J.R. Gonzales, Don Richards, Roy Holm, and Tim Sapp

ABSENT: Chairman Jim Mentock

OTHERS PRESENT: Craig Barsness, Manager; Dave Egan, Chief Plant Operator; Dexter Woodis, Chief Pipeline Operator; Chad Bolken, Operator; Tony Rutherford, Northwest Rural Water District (NRWD)

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

**Minutes**

Vice Chairman Lee requested approval of the August 14, 2023 board meeting minutes. Craig Sorenson made a motion to approve the August 14, 2023 board meeting minutes as presented. Second by Don Richards. AYE: Board Members Lee, Sorenson, Richards, Gonzales, Holm, and Sapp. NAY: none. Motion carried.

Vice Chairman Lee requested approval of the August 14, 2023 executive session minutes. Craig Sorenson made a motion to approve the August 14, 2023 executive session minutes as presented. Second by J.R. Gonzales. AYE: Board Members Lee, Sorenson, Richards, Gonzales, Holm, and Sapp. NAY: none. Motion carried.

**Bills**

Vice Chairman Lee requested approval of the September 11, 2023 bills totaling \$46,686.22. There was a brief discussion regarding the bills. Tim Sapp made a motion to approve the September 11, 2023 bills as listed. Second by Don Richards. AYE: Board Members Lee, Sorenson, Richards, Gonzales, Holm, and Sapp. NAY: none. Motion carried.

**Auditors Report**

James Seckman of Seckman & Thomas, Certified Public Accountants, PC, presented the FY-2023 audit report to the board. There was brief discussion regarding the report. Overall, the audit went well, and SMP is in good financial health. Craig Sorenson made a motion to approve the FY-2023 audit as presented. Second by Tim Sapp. AYE: Board Members Lee, Sorenson, Richards, Gonzales, Holm, and Sapp. NAY: none. Motion carried.

James Seckman left the meeting at 10:34 a.m.

**Public Comments**

There were no public comments.

**SMP Master Plan**

The Manager reported that DOWL and EA have submitted proposals. SMP will review and rank them, giving WWDC the rankings list by September 13, 2023. Consultant interviews will be in Cheyenne on October 4, 2023 with approval shortly thereafter. Craig Barsness and Dexter Woodis will both attend the Cheyenne meeting.

### **ARPA (SLIB) grant request**

While the project is eligible, SMP is not an eligible sponsor due to a recent change. We are attempting to work with the Town of Lovell to list them as the sponsor and still meet the September 13<sup>th</sup> re-submittal due date. There was brief discussion regarding Lovell's level of responsibility if they were to be the sponsor for this project as well as Lovell having the opportunity to decline the grant if it is awarded. Our attorney has not had time to review the paperwork yet. With only 15.3 million dollars available, it is doubtful that our grant will be chosen, but it will move us closer to the front of the line-when the next grant dollars become available. There is no schedule known at this time for review or acceptance of this grant. Roy Holm made a motion to approve the draft resolution. Second by Craig Sorenson. AYE: Board Members Lee, Sorenson, Richards, Gonzales, Holm, and Sapp. NAY: none. Motion passed.

### **LDS Temple site pipeline protection**

Nothing further to report at this time.

### **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 August was unchanged from July. August water usage was up 0.64% from last year.
- Chemical costs for August were down 13% from July.
- Water is treating well.

### **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 August has not been posted yet. WYO-STAR I interest for July was 4.143%. WYO-STAR II interest for July was 0.606%.
- Water use figures for August were down 0.2% over last August and down 8.2% for the fiscal year.
- Interviews for the open Operator position(s) started in August and are continuing this month.

### **Other Business**

There was no other business.

### **Executive Session – Personnel**

At 10:52 a.m. Craig Sorenson made a motion to move into executive session to discuss a personnel matter, per Wyoming Statute 16-4-405. Second by Don Richards. AYE: Board Members Lee, Sorenson, Richards, Gonzales, Holm, and Sapp. NAY: none. Motion carried. Craig Barsness was asked to stay. Dexter Woodis, Dave Egan, Chad Bolken, and Tony Rutherford withdrew from the meeting, and the executive session commenced.

Dexter Woodis rejoined the meeting at 11:00 a.m.

Tim Sapp withdrew from the meeting at 11:40 a.m.

No decisions were made.

At 11:50 a.m. the board resumed the regular meeting.

Vice Chairman Lee requested approval for a \$5,000.00 hiring bonus with \$2,500.00 paid at the first pay check and \$2,500.00 paid after six months of employment. Craig Sorenson made a motion to approve the \$5,000.00 hiring bonus as suggested. Second by Don Richards. AYE: Board Members Lee, Sorenson, Richards, Gonzales, and Holm. NAY: none. Motion carried.

Tim Sapp rejoined the meeting at 11:52 a.m.

Vice Chairman Lee asked for a motion to appoint Dexter Woodis to the position of Assistant Manager with a salary of \$95,000.00 per year. Don Richards made a motion to appoint Dexter Woodis as Assistant Manager with a salary of \$95,000.00 per year. Second by J.R. Gonzales. AYE: Lee, Sorenson, Richards, Gonzales, Holm, and Sapp. NAY: none. Motion carried.

**Adjourn**

At 11:55 a.m. Craig Sorenson made a motion to adjourn the meeting. Second by Don Richards. AYE: Board Members Lee, Sorenson, Richards, Gonzales, Holm, and Spp. NAY: none. Motion carried.

\_\_\_\_\_  
Vice Chairman

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