

Shoshone Municipal Water Joint Powers Board

Board Proceedings

Monday, March 13, 2023 - 10:00 A.M.

The regular meeting of the Shoshone Municipal Water Joint Powers Board was held on March 13, 2023 at its water treatment plant in Cody, Wyoming.

PRESENT: Chairman Jim Mentock, Vice Chairman Bryan Lee, Treasurer J.R. Gonzales, Don Richards (phone), Roy Holm, and Tim Sapp

ABSENT: Secretary Craig Sorenson

OTHERS PRESENT: Craig Barsness, Manager; Dave Egan, Chief Plant Operator; Dexter Woodis, Chief Pipeline Operator; Mike Reney, 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 February 13, 2023 board meeting minutes. Tim Sapp made a motion to approve the February 13, 2023 board meeting minutes as presented. Second by J.R. Gonzales. AYE: Board Members Lee, Richards, Mentock, Gonzales, Holm, and Sapp. NAY: none. Motion carried.

Chairman Mentock requested approval of the February 13, 2023 executive session minutes. Roy Holm made a motion to approve the February 13, 2023 executive session minutes as presented. Second by Bryan Lee AYE: Board Members Lee, Richards, Mentock, Gonzales, Holm, and Sapp. NAY: none. Motion carried.

**Bills**

Chairman Mentock requested approval of the March 13, 2023 bills totaling \$51,721.18. There was brief discussion regarding the bills. Bryan Lee made a motion to approve the March 13, 2023 bills as listed. Second by Roy Holm. AYE: Board Members Lee, Richards, Mentock, Gonzales, Holm, and Sapp. NAY: none. Motion carried.

**Public Comments**

There were no public comments.

**Public Hearing for Amending the FY-2023 Budget**

At 10:03 a.m. Chairman Mentock opened the public hearing for amending the FY-2023 Budget for comments. The Manager reported SLIB has not yet provided the information needed for amending the budget. Therefore, there is no budget amendment to act on at this time. Chairman Mentock closed the public hearing for amending the FY-2023 Budget at 10:07 a.m.

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

The Manager reported that the generator project is now complete, but SLIB has not yet provided the information needed for closing out the project and paying it off in full. We intend to close out the project and pay it off in full by the end of the fiscal year.

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

The Manager reported that the project is officially closed out as we received the refund check of \$4,583.69 from the Bureau of Reclamation.

### **Proposed Verizon Lease**

The Manager reported that Verizon has not provided the proposed lease details yet. Verizon will try to get the details to us soon. Once we receive the lease details, we will submit them to the attorney for review.

### **Budget Amendment No. 2023-1**

The Manager reported SLIB has not yet provided the information needed for amending the budget. Therefore, there is no budget amendment to act on at this time.

### **Preliminary Budget FY-2024**

The Manager presented the board with the preliminary budget for FY-2024 and discussed each line item. No decisions were made. The preliminary budget will be sent to each participating agency this week.

### **Chief Plant Operator's Report**

- The Chief Plant Operator reported things are running well and presented an overview of the Monthly Production Summary report.
- Production for February was down 13% from January, but production for February was up 5% over last February.
- Chemical costs for February were up 4% from January due to chemical price increases.
- Operators completed filter inspections last month, and everything looked good.
- The EPA is requiring that cyber security be part of future Sanitary Surveys, so we will be doing some work on that.
- The Chief Plant Operator gave a brief overview of employees and adjusting schedules.

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

- The Chief Pipeline Operator reported the pipeline was running well.
- A gate valve broke at the Powell building – the replacement valve has been installed, and it is running smooth.
- Winter maintenance is going well.

### **Manager's Report**

- WYO-STAR I interest for February was 3.618%. WYO-STAR II interest for February was 3.304%.
- Water use figures for February were up 6.6% over the previous February, but still down 2% for the fiscal year.
- The Manager reported that we have not heard from land owner Nathan Kardos, who requested to use our private road, since he attended our November board meeting.
- The application and fee for the Master Plan has been submitted to the Wyoming Water Development Commission. The manager reported he is starting work on applications with ARPA funding for the filter valve replacement project.

### **Other Business**

None.

### **Executive Session – Proposed Updated Residency Requirements**

At 10:54 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 Tim Sapp. AYE: Board Members Lee, Richards, Mentock, Gonzales, Holm, and Sapp. NAY: none. Motion carried. Craig Barsness stayed in the meeting. Dave Egan, Dexter Woodis, Lynn Foote, Mike Reney, and Tony Rutherford withdrew from the meeting and the executive session commenced.

At 11:24 a.m. the board resumed the regular meeting.

No decisions were made.

**Adjourn**

At 11:25 a.m. Bryan Lee made a motion to adjourn the meeting. Second by JR Gonzales. AYE: Board Members Lee, Richards, Mentock, Gonzales, Holm, and Sapp. NAY: none. Motion carried.

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Chairman

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