

Shoshone Municipal Water Joint Powers Board

Board Proceedings

Monday, May 8, 2023 - 10:00 A.M.

The regular meeting of the Shoshone Municipal Water Joint Powers Board was held on May 8, 2023 at its water treatment plant in Cody, Wyoming.

PRESENT: Chairman Jim Mentock, Secretary Craig Sorenson, Treasurer J.R. Gonzales, Don Richards, Roy Holm, and Tim Sapp

ABSENT: Vice Chairman Bryan Lee

OTHERS PRESENT: Craig Barsness, Manager; Dave Egan, Chief Plant Operator; Dexter Woodis, Chief Pipeline Operator; Mike Reney, Operator; Lynn Foote, Administrative Assistant

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

Chairman Mentock called to amend the agenda to add the Proposed Verizon Lease as an agenda item. Roy Holm made a motion to amend the agenda to include the Proposed Verizon Lease as an agenda item. Second by Craig Sorenson. AYE: Board Members Sorenson, Richards, Mentock, Gonzales, Holm, and Sapp. NAY: none. Motion carried.

Minutes

Chairman Mentock requested approval of the April 10, 2023 board meeting minutes. Craig Sorenson made a motion to approve the April 10, 2023 board meeting minutes as presented. Second by Don Richards. AYE: Board Members Sorenson, Richards, Mentock, Gonzales, Holm, and Sapp. NAY: none. Motion carried.

Chairman Mentock requested approval of the April 10, 2023 executive session minutes. Don Richards made a motion to approve the April 10, 2023 executive session minutes as presented. Second by Craig Sorenson. AYE: Board Members Sorenson, Richards, Mentock, Gonzales, Holm, and Sapp. NAY: none. Motion carried.

Bills

Chairman Mentock requested approval of the May 8, 2023 bills totaling \$110,490.19. There was brief discussion regarding the bills. Roy Holm made a motion to approve the May 8, 2023 bills as listed. Second by Tim Sapp. AYE: Board Members Sorenson, Richards, Mentock, Gonzales, Holm, and Sapp. NAY: none. Motion carried.

Public Comments

There were no public comments.

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

The Manager reported that the generator project is complete, and SLIB has provided the information needed for closing out the project. The intended date to pay it off in full is June 15, 2023. The payoff amount is approximately \$967,500.00.

Proposed Verizon Lease

The Manager presented the proposed lease agreement that was received from Verizon for placing a tower at the booster pump station location. The Manager has also sent a copy of the lease to our attorney for review. There was brief discussion, but the board will wait to make any decisions regarding the lease agreement until the attorney has reviewed it.

Proposed FY-2024 Budget

The Manager reviewed the proposed budget for Fiscal Year 2024. There was brief discussion on the changes from the preliminary budget discussed previously.

WAM-JPIC Health Insurance

The Manager presented the WAM-JPIC Health Insurance Annual Renewal that included a 3.59% overall decrease. Craig Sorenson made a motion to approve the WAM-JPIC Health Insurance Annual Renewal. Second by Tim Sapp. AYE: Board Members Sorenson, Richards, Mentock, Gonzales, Holm, and Sapp. NAY: none. Motion carried.

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 April was up 6% from March, and production for April was up 9.14% over last April.
- Chemical costs for April were up 3% from March.
- The floc-sed basin inspections and cleaning are complete and went well.
- There is no heavy increase in turbidity yet, but operators are expecting it to change soon due to the warmer temperatures and rain forecasted.

Chief Pipeline Operator's Report

- The Chief Pipeline Operator reported the pipeline was running well.
- The Chief Pipeline Operator is almost done reading cathodics. The project should wrap up in the next week or two.

Manager's Report

- WYO-STAR interest for April is not available yet.
- WYO-STAR I interest for March was 3.662%. WYO-STAR II interest for March was 1.652%.
- Water use figures for April were up 9.32% over the previous April, and down 1.1% for the fiscal year.
- The application and fee for the Master Plan has been submitted to the Wyoming Water Development Commission. The on-site location visit with WWDC on April 12, 2023 went well. The grant awarding meeting is set for May 11, 2023 in Cheyenne which the Manager will attend.
- The Manager reported that the WAM-JPIC board election resulted in Kelley Millar for the 3-year term of Town Seat and Torey Racines and Tony Cross for the 3-year term of City, Town or Joint Powers Board Seat.
- The annual BBQ is scheduled for July 10, 2023. Invitations will be sent out to the entities next month.
- Interviews for the open position of Operator-In-Training took place the first week of May. An offer was made to one of the applicants, and we are awaiting their response with plans of a June 1, 2023 start date.

Other Business

None.

Executive Session – Personnel

At 11:10 a.m. Roy Holm 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 Sorenson, Richards, Mentock, Gonzales, Holm, and Sapp. NAY: none. Motion carried. Craig Barsness remained in the meeting while Dave Egan, Dexter Woodis, Lynn Foote, and Mike Reney withdrew from the meeting and the executive session commenced.

At 11:55 a.m. the board resumed the regular meeting.

Don Richards made a motion to include the birth of a child as a covered health condition per the Family and Medical Leave Act (FMLA) regulations in the Sick Leave Donation Policy and to alter the Compensatory Time Policy allowing Lynn Foote to accrue up to 120 hours of compensatory time. Second by Craig Sorenson. AYE: Board Members Sorenson, Richards, Mentock, Gonzales, Holm, and Sapp. NAY: none. Motion carried.

Adjourn

At 11:59 a.m. Craig Sorenson made a motion to adjourn the meeting. Second by J.R. Gonzales. AYE: Board Members Sorenson, Richards, Mentock, Gonzales, Holm, and Sapp. NAY: none. Motion carried.

Chairman

Attest: _____
Secretary