

Shoshone Municipal Water Joint Powers Board

Board Proceedings

Monday, June 12, 2023 - 10:00 A.M.

The regular meeting of the Shoshone Municipal Water Joint Powers Board was held on June 12, 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 May 8, 2023 board meeting minutes. Craig Sorenson made a motion to approve the May 8, 2023 board meeting minutes as presented. Second by Don Richards. AYE: Board Members Lee, Sorenson, Richards, Mentock, Gonzales, Holm, and Sapp. NAY: none. Motion carried.

Chairman Mentock requested approval of the May 8, 2023 executive session minutes. Roy Holm made a motion to approve the May 8, 2023 executive session minutes as presented. Second by Tim Sapp. AYE: Board Members Lee, Sorenson, Richards, Mentock, Gonzales, Holm, and Sapp. NAY: none. Motion carried.

Bills

Chairman Mentock requested approval of the June 12, 2023 bills totaling \$79,930.13. There was brief discussion regarding the bills. Don Richards made a motion to approve the June 12, 2023 bills as listed. Second by Bryan Lee. AYE: Board Members Lee, Sorenson, Richards, Mentock, Gonzales, Holm, and Sapp. NAY: none. Motion carried.

Public Comments

Tony Rutherford of Northwest Rural Water District (NRWD) announced they had a job opening for a Water Distribution System Operator 1. He also invited the SMP board and employees to NRWD's customer appreciation BBQ on June 22, 2023.

Public Hearing to Amend the FY-2023 Budget

At 10:10 a.m. Chairman Mentock opened the public hearing for amending the FY-2023 Budget for comments. Chairman Mentock closed the public hearing for amending the FY-2023 Budget at 10:30 a.m.

Public Hearing for the FY-2024 Budget

At 10:10 a.m. Chairman Mentock opened the public hearing for the FY-2024 Budget for comments. Chairman Mentock closed the public hearing for the FY-2024 Budget at 10:30 a.m.

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

The Manager reported that the project is complete, and SLIB has provided the information needed for closing out the project. The process has been started, and the loan is scheduled to be paid off in full Thursday, June 15, 2023. The full payoff amount is \$967,551.15. Craig Sorenson made a motion to pay off the \$967,551.15 loan June 15, 2023 as presented. Second by Don Richards. AYE: Board Members Lee, Sorenson, Richards, Mentock, Gonzales, Holm, and Sapp. NAY: none. Motion carried.

Proposed Verizon Lease

The Manager presented the proposed lease agreement that was received from Verizon for placing a cell tower at the booster pump station location. The Manager also presented the comments from our attorney regarding the proposed lease agreement. After discussion, the Board would like to present our own lease agreement to Verizon. Before investing in creating a new lease, the Board requested the Manager ask Verizon if they would be open to a lease drawn up by our attorney instead of using their lease.

Amend the FY-2023 Budget SMJWPB Resolution No. 2023-02

As a result of the SLIB loan pay-off and higher than anticipated chemical costs, utilities, and USBR, we will exceed the amounts budgeted necessitating an amendment to the budget:

1. Increase the O&M Reserves income line item by \$970,000.00 from \$148,400.00 to \$1,118,400.00.
2. Increase the Debt Service other expenses line item by \$970,000.00 from \$1,226,700.00 to \$2,196,700.00.
3. Decrease the Machinery & Equipment expense line item by \$29,000.00 from \$196,500.00 to \$167,500.00.
4. Increase the Productions Chemicals expense line item by \$20,000.00 from \$225,000.00 to \$245,000.00.
5. Increase the USBR expense line item by \$4,000.00 from \$56,000.00 to \$60,000.00.
6. Increase the Utilities expense line item by \$5,000.00 from \$153,700.00 to \$158,700.00.

There is no change in the bottom line of the budget.

Craig Sorenson made a motion to approve SMJWPB Resolution No. 2023-02 which amends the FY-2023 budget as presented. Second by Bryan Lee. AYE: Board Members Lee, Sorenson, Richards, Mentock, Gonzales, Holm, and Sapp. NAY: none. Motion carried.

Proposed FY-2024 Budget

The Manager reviewed the proposed budget for the 2024 Fiscal Year. There was discussion on each line item. Bryan Lee made a motion to approve the proposed FY-2024 budget as listed. Second by J.R. Gonzales. AYE: Board Members Lee, Sorenson, Richards, Mentock, Gonzales, Holm, and Sapp. NAY: none. Motion carried.

Executive Session - Personnel

Chairman Jim Mentock moved the Executive Session – Personnel agenda item to the end of the agenda.

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 May was up 48% from April, and production for May was up 19% over last May.
- Chemical costs for May were up 24% from April due to higher water usage.
- There is no heavy increase in turbidity yet, but operators are expecting it to change soon due to the warmer temperatures and rain forecasted.
- We are still researching options for increasing chemical storage.

Chief Pipeline Operator's Report

- The Chief Pipeline Operator reported the pipeline was running well.
- The Chief Pipeline Operator has finished reading cathodics, and everything looked good.
- There has been a slow start to the summer maintenance scheduled due to not hiring a new laborer or operator-in-training, but the operators are adjusting their schedules to help on the pipeline as needed.

Manager's Report

- WYO-STAR interest for May is not available yet.
- WYO-STAR I interest for April was 3.781%. WYO-STAR II interest for April was 2.306%.
- Water use figures for May were up 19.4% over the previous May, and ended up 0.6% for the fiscal year.
- The Master Plan grant from the Wyoming Water Development Commission was approved, and the grant money is expected to arrive April 2024.
- The Manager reported on the proposed new LDS temple that has plans to build their road near our pipeline. Our engineer has concerns over the additional fill. The Manager has been in touch with the Church's engineer and the City of Cody Planner regarding these concerns.
- The annual BBQ is scheduled for July 10, 2023. Invitations have been sent out to the entities, and arrangements for catering and table/chair rentals have been made.
- Our job offer to one of the applicants for the open Operator-in-Training position was declined. The hiring process has been suspended for the foreseeable future.

Other Business

None.

Executive Session – Personnel

At 11:23 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 Craig Sorenson. AYE: Board Members Lee, 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 Tony Rutherford withdrew from the meeting and the executive session commenced.

J.R. Gonzales left the meeting at 12:03 p.m.

At 12:12 p.m. the board resumed the regular meeting.

Craig Sorenson made a motion to accept the resignation of Manager Craig Barsness effective January 31, 2024. Second by Tim Sapp. AYE: Board Members Lee, Sorenson, Mentock, Holm, and Sapp. NAY: Richards. Motion carried.

Adjourn

At 12:16 a.m. Don Richards made a motion to adjourn the meeting. Second by Craig Sorenson. AYE: Board Members Lee, Sorenson, Richards, Mentock, Holm, and Sapp. NAY: none. Motion carried.

Chairman

Attest: _____
Secretary