

Shoshone Municipal Water Joint Powers Board

Board Proceedings

Monday, January 8, 2024 - 10:00 A.M.

The regular meeting of the Shoshone Municipal Water Joint Powers Board was held on January 8, 2024 at its water treatment plant in Cody, Wyoming.

PRESENT: Chairman Jim Mentock, Vice Chairman Bryan Lee, Secretary Craig Sorenson, Don Richards, and Tim Sapp

ABSENT: Treasurer J.R. Gonzales and Roy Holm

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

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

Minutes

Chairman Mentock requested approval of the December 11, 2023 board meeting minutes. Don Richards made a motion to approve the December 11, 2023 board meeting minutes as presented. Second by Bryan Lee. AYE: Board Members Lee, Sorenson, Richards, Mentock, and Sapp. NAY: none. Motion carried.

Chairman Mentock requested approval of the December 11, 2023 executive session minutes. Bryan Lee made a motion to approve the December 11, 2023 executive session minutes as presented. Second by Don Richards. AYE: Board Members Lee, Sorenson, Richards, Mentock, and Sapp. NAY: none. Motion carried.

Bills

Chairman Mentock requested approval of the January 8, 2024 bills totaling \$78,570.99. There was a brief discussion regarding the bills. Craig Sorenson made a motion to approve the January 8, 2024 bills as listed. Second by Bryan Lee. AYE: Board Members Lee, Sorenson, Richards, Mentock, and Sapp. NAY: none. Motion carried.

Public Comments

None.

SMP Master Plan

Nothing new to report.

ARPA (SLIB) grant request

SMP's grant request was fully funded, and the project must be completed by December 31, 2026. Some basic engineering services have started per SLIB's approval, but substantial work will take place after the agreements have been accepted by SMP and the SLIB board.

LDS Temple site pipeline protection

The LDS church is still planning on building a temple on Skyline Drive with the entrance road being placed over our pipeline. They have yet to respond to or sign our agreement sent in August stating they would be responsible for all costs associated with protecting the pipeline.

Budget Amendment 2024-01

To accept the ARPA SLIB grant monies, there must be a budget amendment to create a new ARPA SLIB Grant line item under income with a budget of \$390,000.00 and create a new WTP Filter Valve Replacement Project expense line item under Capital Projects with a budget of \$390,000.00. There will be no change to the bottom line of the budget. The amendment is not the total \$4 million as we will only be spending \$390,000.00 this fiscal year.

Craig Sorenson made a motion to approve the Budget Amendment 2024-01 as presented. Second by Don Richards. AYE: Board Members Lee, Sorenson, Richards, Mentock, 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.
- Water loss was reported higher than usual, but it is believed to be a communication issue not actual water loss. Dave will have to go through each day individually and track down the correct numbers. We may have underbilled for December, but we will correct the issue.
- Production for December was up 1% from November. December water usage was down 2.15% from last year.
- Chemical costs for December were down 5% from November, and were up 20.60% from last December.
- Bob and Errol were here working on the PLC and RTU/radio pipeline upgrades.
- Jeff Wenke from Plan 1 is working on our chemical storage upgrades project.
- Engineering Associates has started working on the filter valve project.
- New employees are being trained throughout the plant.

Chief Pipeline Operator's Report

- The Chief Pipeline Operator reported that the pipeline is running smooth with winter flows.
- Working on winterizing the pipeline and servicing blow offs.
- The risers needed to raise up various manholes have been ordered and should be arriving soon to be put into place.
- The mixer in the Frannie tank needs to be replaced, so that has been ordered and received. It will be installed in February.

Manager's Report

- WYO-STAR interest for December has not been posted yet. WYO-STAR I interest for November was 4.215%. WYO-STAR II interest for November was -0.269%.
- Water use figures for December were down 5.5% over last December, and down 4.5% for the fiscal year.
- The State of Wyoming Auditor's office has announced a training for handling public funds that needs to be completed by all board members of governmental agencies. More information will be available later.
- The investment CDs approved last meeting were purchased at Pinnacle Bank each for \$500,000.00 totaling \$2,000,000.00 in late December. They gained partial interest for the remaining days of December as follows:
 - 6 month CD – 0.134%
 - 9 month CD – 0.132%
 - 12 month CD – 0.13%
 - 24 month CD – 0.095%

Other Business

Lynn Foote reminded the board members to fill out their 2023 mileage reimbursement forms to be processed next month.

Adjourn

At 10:25 a.m. Byan Lee made a motion to adjourn the meeting. Second by Craig Sorenson. AYE: Board Members Lee, Sorenson, Richards, Mentock, and Sapp. NAY: none. Motion carried.

Chairman

Attest: _____
Secretary