

Shoshone Municipal Water Joint Powers Board

Board Proceedings

Monday, August 12, 2024 - 10:00 A.M.

The regular meeting of the Shoshone Municipal Water Joint Powers Board was held on August 12, 2024 at its water treatment plant in Cody, Wyoming.

PRESENT: Chairman Roy Holm, Vice Chairman Bryan Lee, Secretary Craig Sorenson, Don Richards, Tim Sapp, and Patti Umphlett

ABSENT: Treasurer J.R. Gonzales

OTHERS PRESENT: Dexter Woodis, Manager; Dave Egan, Chief Plant Operator; Chad Bolken, Chief Pipeline Operator; Lynn Foote, Office Administrator; Tony Rutherford, NRWD; Travis Conklin, Engineering Associates

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

Minutes

Chairman Holm requested approval of the July 8, 2024 board meeting minutes. Bryan Lee made a motion to approve the July 8, 2024 board meeting minutes as presented. Second by Tim Sapp. AYE: Board Members Lee, Holm, Sapp, and Umphlett. NAY: none. Motion carried.

Don Richards arrived at 10:02 a.m.

Bills

Chairman Holm requested approval of the August 12, 2024 bills totaling \$111,373.71. There was brief discussion regarding the bills. Tim Sapp made a motion to approve the August 12, 2024 bills as listed. Second by Bryan Lee. AYE: Board Members Lee, Richards, Holm, Sapp, and Umphlett. NAY: none. Motion carried.

Public Comments

None.

SMP Master Plan

SMP has gathered the requested information for DOWL, so they can compile their findings. The update meetings will continue to take place on the first Thursday of each month at 8:00 a.m.

Craig Sorenson arrived at 10:06 a.m.

ARPA (SLIB) Filter Valve Project

Travis Conklin from Engineering Associates (EA) presented the bid materials and bids received for both the site work and filter portions of the current filter valve project. Five (5) bids were received for the site work portion. After reviewing all the bids, EA recommended awarding the bid to Earth Movers Excavation. Three (3) bids were received for the filter portion of the project. The filter bids were broken into three parts: the base bid is to replace the valves and make minor adjustments on the actuators, the ad alt 1 is to upgrade from single offset valves to double offset valves, and the ad alt 2 is for replacing the actuators. EA does not recommend awarding the ad alt 2 at this time. Their recommendation is to award the base bid and ad alt 1 to MC2 Engineering.

Bryan Lee made a motion to accept both recommendations from Engineering Associates to award the site bid to Earth Movers Excavation and the filter bid to MC2 Engineering. Second by Craig Sorenson. AYE: Board Members Lee, Sorenson, Richards, Holm, Sapp, and Umphlett. NAY: none. Motion carried.

Don Richards made a motion to approve the Notice of Award for both bids for the Filter Valve Project. Second by Tim Sapp. AYE: Board Members Lee, Sorenson, Richards, Holm, Sapp, and Umphlett. NAY: none. Motion carried.

Patti Umphlett made a motion to accept the two contracts with Earth Movers Excavation and MC2 Engineering contingent on our attorney's review and approval. Second by Craig Sorenson. AYE: Board Members Lee, Sorenson, Richards, Holm, Sapp, and Umphlett. NAY: none. Motion carried.

Travis Conklin left the meeting at 10:20 a.m.

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. In February 2024, they responded to and signed our agreement sent in August 2023 stating they would be responsible for all costs associated with protecting the pipeline. There is still an ongoing lawsuit regarding the building of the temple, but the church is starting to move forward with planning and engineering. Our engineers will be on site August 26, 2024 to pothole the line and gather GIS information to determine how best to protect our pipeline. They will be working with the church's engineers as needed.

Chief Plant Operator's Report

- The Chief Plant Operator presented an overview of the Monthly Production Summary report.
- Production for July was up 8% from June. July water usage was up 10% from last July.
- Chemical costs were up, but we used less due to good water quality.
- Water loss is still an issue we are addressing.
- Overtime was up due to the 4th of July holiday and hotter temperatures resulting in longer production days.
- Tech Core is here this week for the IT upgrades.
- Bob Martin will be here this week to continue work on the PLC RTU upgrades.
- Currently only three operators including the CPO can run the plant resulting in creative scheduling. Lower-level operators are studying for their next licensing exams.

Chief Pipeline Operator's Report

- The Chief Pipeline Operator reported that the pipeline is running smooth.
- Bob Martin is still working on the water loss issue. It might be a SCADA issue instead of a leak.
- Continuing cathodic readings and vault work.
- The Bureau of Reclamation has a project slated for 2026 which will be to construct a new bridge near the Hayden Arch Bridge below the dam. Core drills took place to test the bridge site, and the Chief Pipeline Operator was on site to monitor. The core drills did not affect our lines, and neither will the new bridge construction. The Chief Pipeline Operator is invited to attend a planning meeting later this week.

Manager's Report

- WYO-STAR interest for July has not been posted yet. WYO-STAR I interest for June was 4.557%. WYO-STAR II interest for June was 3.248%.
- Water use figures for July were up 7.59% over last July, and up 3.94% for the fiscal year.
- The annual audit is scheduled for tomorrow with Seckman & Thomas CPA.
- The years of service plaque for Jim Mentock has arrived. The board requested the manager take the plaque to Donna Mentock ASAP.
- The engine in the manager's truck is having issues, so he has been driving the service truck. The truck will go in for an appointment on August 21st for review. The manager will continue to drive the service truck.

Other Business

The board welcomed Patti Umphlett as the new NRWD representative on the SMP board.

Craig Sorenson requested to have the interest rates for the CDs listed on the monthly Financial Report.

Executive Session – Personnel

At 10:44 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, Holm, Sapp, and Umphlett. NAY: none. Motion carried.

Dexter Woodis, Dave Egan, Chad Bolken, Lynn Foote, and Tony Rutherford withdrew from the meeting, and the executive session commenced.

No decisions were made.

At 10:55 a.m. the board resumed the regular meeting.

Adjourn

At 10:57 a.m. Don Richards made a motion to adjourn the meeting. Second by Don Richards. AYE: Board Members Lee, Sorenson, Richards, Holm, Sapp, and Umphlett. NAY: none. Motion carried.

Chairman

Attest: _____
Secretary