

Shoshone Municipal Water Joint Powers Board  
Board Proceedings  
Monday, November 9, 2020, 10:00 a.m.

A regular meeting of the Shoshone Municipal Water Joint Powers Board was held at its Water Treatment Plant, November 9, 2020.

PRESENT: Jim Mentock, Bryan Lee (by phone), Craig Sorenson, Don Richards (by phone)

ABSENT: J.R. Gonzales, Roy Holm, and Tim Sapp

ALSO PRESENT: Tony Rutherford, Craig Barsness, Dave Egan, Dexter Woodis, and  
Susanne Swearingen

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

### **Minutes**

Chairman Mentock asked for approval of the minutes of the October 12, 2020 board meeting. Craig Sorenson made a motion to approve the minutes of the October 12, 2020 meeting as printed. Second by Bryan Lee. AYE: Board Members: Lee, Sorenson, Richards, and Mentock. NAY: none. Motion carried.

### **Bills**

Chairman Mentock asked for approval of the November 9, 2020 bills list totaling \$24,837.48. There was brief discussion regarding the bills. Don Richards made a motion to approve the bills as listed. Second by Craig Sorenson. AYE: Board Members: Lee, Sorenson, Richards, and Mentock. NAY: none. Motion carried.

### **Public Comments**

Chairman Mentock asked for public comments. There were no public comments.

### **Update on the SLIB SRF loan application (with principal forgiveness). Approval of the engineering contracts (one for the emergency generators and one for the boiler upgrade).**

- The Manager reported that all loan paperwork has been signed and returned.
- The Manager requested approval of the engineering contracts, one for the emergency generators and one for the boiler upgrade.
- There was brief discussion regarding the costs and timelines of the projects.

Craig Sorenson made a motion to approve the engineering contract for the emergency generator replacements and to authorize the Chairman to sign the agreement. Second by Bryan Lee. AYE: Board Members: Lee, Sorenson, Richards, and Mentock. NAY: none. Motion carried.

Don Richards made a motion to approve the engineering contract for the boiler upgrade and to authorize the Chairman to sign the agreement. Second by Craig Sorenson. AYE: Board Members: Lee, Sorenson, Richards, and Mentock. NAY: none. Motion carried.

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

- The Manager reported that the preliminary paperwork, of obtaining letters of consent from the affected entities, has been submitted to the Bureau of Reclamation. The Bureau appears to be satisfied with these letters.
- We are now awaiting their process of writing the new agreement/contracts.

### **SMP Coronavirus operational response**

The Manager reported we are still operating under the same COVID-19 guidelines we implemented in March, although we are allowing employees to take vacations.

**Chief Operator’s Report**

- The Chief Plant Operator gave an overview of the Monthly Production Summary report and there was brief discussion regarding the report.
- Production for October was down 27% from September, but up 8.9% from last October. Chemical costs were down 5% from September and down 10% from last October.
- The EPA has spotted, via satellite reports, a possible cyanobacteria bloom at the Buffalo Bill reservoir. At their request, we did some testing and received non-detect results. We will help them with testing in the future.
- The plant is in winter operational mode and personnel are now working 8-hour shifts.

**Approval of updates to the Personnel and Benefits Policies**

The Manager presented a summary of changes to the Employee Personnel and Benefits Policy manual, which include minor changes in wording to clarify meaning in several sections and updating contribution percentages for the pension plan.

Bryan Lee made a motion to approve the changes to the Employee Personnel and Benefits Policy manual. Second by Don Richards. AYE: Board Members: Lee, Sorenson, Richards, and Mentock. NAY: none. Motion carried.

**Approval of updates to the Bylaws**

The Manager presented a summary of changes to the bylaws, including defining our office location, means of meeting attendance, pronouns, and the fiscal year date change. The amended document is now titled, “First Amended Bylaws.”

Craig Sorenson made a motion to approve the changes to the bylaws. Second by Bryan Lee. AYE: Board Members: Lee, Sorenson, Richards, and Mentock. NAY: none. Motion carried.

**Chief Pipeline Operator’s Report**

- The Chief Pipeline Operator reported that the pipeline continues to run smoothly.
- The gravel on the bills list was used at the Byron and Frannie water tanks in conjunction with running new conduit for heat tapes, mixers, and intrusion alarms.
  - Errol Dreyer has installed the necessary electrical equipment in the buildings to allow the mixers, heat tapes, intrusion alarm, and the FAA lights to be viewed and operated on the plant SCADA system.
  - Errol still needs to put wire between the buildings and the water towers in new conduits.
- Vault maintenance this summer only reached 35% completed because of the GIS project. Average summer usually results in 75% completion.
- Roy Harper is now off work for the winter. He did complete a lot of painting on the pipeline and did a great job for us.

**Manager’s Report**

- WYO-STAR Interest for October has not posted yet. WYO-STAR I interest for September was 0.3965%. WYO-STAR II interest for September was 2.3022%.
- Water use figures for October were up 9.4%, resulting in the 2nd best October we have ever had. We are now up 7% for the fiscal year.
- Susanne Swearingen’s last day is November 12th. Her replacement, Diana Gwynn, will report for work on December 1st.

**Other Business**

There was no other business to report.

**Adjourn**

At 10:38 a.m., Craig Sorenson made a motion that the meeting be adjourned. Second by Bryan Lee. AYE: Board Members: Lee, Sorenson, Richards, and Mentock. NAY: none. Motion carried. Meeting adjourned.

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Chairman

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