

Shoshone Municipal Water Joint Powers Board  
Board Proceedings  
Monday, January 11, 2021, 10:00 a.m.

A regular meeting of the Shoshone Municipal Water Joint Powers Board was held via Zoom on January 11, 2021.

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

ABSENT: None

ALSO PRESENT: Tony Rutherford, Craig Barsness, Manager; Dave Egan, Chief Plant Operator; Dexter Woodis, Chief Pipeline Operator; and Diana Gwynn, Administrative Assistant

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

### **Minutes**

Chairman Mentock asked for approval of the minutes of the December 14, 2020 board meeting. The Manager noted one change to be made to the minutes to correct the date of the December meeting. Bryan Lee made a motion to approve the minutes of the December 14, 2020 board meeting as corrected. Second by Roy Holm. AYE: Board Members Lee, Sorenson, Richards, Mentock, Gonzales, Holm, and Sapp. NAY: none. Motion carried.

### **Bills**

Chairman Mentock asked for approval of the January 11, 2021 bills list totaling \$30,994.83. There was brief discussion regarding the bills. Craig Sorenson made a motion to approve the bills as presented. Second by Don Richards. AYE: Board Members Lee, Sorenson, Richards, Mentock, Gonzales, Holm, and Sapp. 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)**

The Manager reported that Con'eer Engineering, Inc. has begun work on the upgrades to the boiler and HVAC and Frank Page, at Morrison-Maierle, Inc., has begun work on the project to replace the emergency generators. The Manager reviewed a tentative schedule for advertising and bidding for the project, as follows:

- 2/2, 2/9, and 2/16: Advertising for bids
- 2/18: Pre-bid conference
- 3/4: Bid opening
- 3/8: Bid award

He also reported that tentative approval to proceed with the projects has been received from the State Loan and Investment Board (SLIB) and the Wyoming Water Development Commission (WWDC), which will be overseeing the project. The Manager recommended board approval to advertise for bids contingent upon approval by the SMP attorney, SLIB, and WWDC.

Bryan Lee made a motion to approve advertising for bids contingent upon approval from the SMP attorney, SLIB, and WWDC. Second by Don Richards. Motion carried.

The Manager reiterated that this is two projects – one to replace the emergency generators, the other to replace a boiler and hydronic pumps. He also noted that with the advertising/bid timeline being so tight, if there are any delays, the bid opening would be pushed back to the April board meeting. He explained that the engineers working on the projects are aware of potential delays and are willing to work through them.

### **Update of the USBR Renewal and Consolidation of the Water Service Contracts**

The Manager reported that he is still awaiting paperwork from the Bureau of Reclamation, but that he recently received a call from them informing him that the cost of the project is estimated to be approximately \$10,000 and that the bureau will bill SMP in advance. The Manager noted that this expense was not included in the budget for the current fiscal year because he assumed the invoice would be received at the end of the project which would be in the next fiscal year. He explained that once an invoice is received, there will likely need to be an amendment made to this fiscal year's budget to cover the cost. He also explained that as soon as the paperwork is received from bureau, drafts will be sent to all entities for review by them and their respective attorneys.

### **SMP Coronavirus Operational Response**

The Manager reported that he continues to quarantine because he was exposed to the coronavirus, but that he remains symptom free. He is scheduled to return to work on Wednesday or Thursday, depending on when his quarantine is officially concluded, based on the most current Park County Department of Health protocols. He noted that the quarantine period is now 10 days, rather than 14 days. He was previously informed that he is not required to be tested, but will seek confirmation of that prior to returning to work.

### **Filter Wash Water Waste Valve Replacements**

The Manager noted that at the previous board meeting, Operator Mike Reney had given a presentation on the wash water waste valve replacements which outlined a plan to replace one valve this year and seven the next year, or to replace all eight valves this year. The Manager explained that Operator Reney had run into issues with the valve suppliers, so he has been working with Travis Conklin of Engineering Associates, who engineered the filter actuator valve replacement project several years ago. Mr. Conklin has worked his way through the problems which Operator Reney had discovered, and will continue working on this project.

### **Possible Increase in Number of Individual Service Taps on the Deaver/Frannie Spur North of PCS#6**

The Manager explained that the Northwest Rural Water District (NRWD) is currently using 29 of the 30 individual taps (with 36 total connections) which were included in the original Individual Service Tap agreement between SMP and NRWD. He noted that it is likely NRWD will utilize the 30th tap within the next year.

The Manager reported that he has discussed this issue with the SMP attorney. The attorney explained that the NRWD board would need to submit to SMP a request to increase the number of taps beyond what is listed in the original agreement, and then the SMP board could review the request and make a decision on whether or not to allow additional taps. If allowed, the attorney would update the agreement and SMP could proceed from there.

Bryan Lee inquired whether SMP would have to break the pressure on that line, if additional taps are added. The Manager explained that SMP meters water at PCS #6. Water used by Deaver and Frannie is subtracted from total of the PCS #6 meter, and NRWD is billed for remaining amount. He further explained that adding new taps would not break the pressure any differently than currently occurs after it goes through PCS #6.

Bryan Lee inquired about the potential need for additional taps. Tony Rutherford, NRWD District Manager, explained that they have received several recent inquiries about taps. He also explained that none of the existing taps are larger than one inch. There was some discussion about potentially using larger taps in the future, if needed.

Don Richards inquired about the potential for leakage if additional taps are added, similar to a previous leak on the NRWD line. Chief Pipeline Operator Dexter Woodis explained that the previous leak was not related to taps. The Manager explained that the risk of leakage due to additional taps is low.

**Chief Plant Operator's Report**

- The Chief Plant Operator gave an overview of the Monthly Production Summary report.
- Production for December is down 2% from November and down 1.77% from last December.
- The water loss rate remains consistent.
- Chemical costs are down 4% from November and down 4.97% from last December.
- Overtime hours were down this month, totaling 25 hours.
- Completed the quarterly disinfection byproducts which were well within the required acceptable range.
- Working on repairing a leak in the plant effluent pipe leading to the five-million-gallon reservoir due to a failed seal.
- January is a busy month for work orders on plant equipment.

**Chief Pipeline Operator's Report**

- The Chief Pipeline Operator reported that the pipeline is running smoothly, especially for this time of year.
- The clean out of Lagoon #3 has been completed. This year the sludge was much lighter than last year resulting in 5 disposal loads versus 17 loads last year.
- Float switches have been replaced at the BPS and wire has been pulled at the Byron and Frannie tanks. These tanks now have intrusion alarms on them.
- Conducting maintenance of buildings. There is a new pressure-reducing valve still to be replaced at PCS #3.

**Manager's Report**

- WYO-STAR interest for December has not yet posted. WYO-STAR I interest for November was 0.3411%. WYO-STAR II interest for November was 2.4616%.
- Water use figures for December were down 1.8% over the previous December, but up 5.4% for the fiscal year.

**Adjourn**

At 10:42 a.m. Bryan Lee made a motion to adjourn the meeting. Second by Craig Sorenson. AYE: Board Members Lee, Sorenson, Richards, Mentock, Gonzales, Holm, and Sapp. NAY: none. Motion carried. Meeting adjourned.

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Chairman

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