

Shoshone Municipal Water Joint Powers Board
Board Proceedings
Monday, June 7, 2021 – 10:00 a.m.

A regular meeting of the Shoshone Municipal Water Joint Powers Board was held on June 7, 2021 at its water treatment plant in Cody, Wyoming.

PRESENT: Chairman Jim Mentock, Vice Chairman Bryan Lee, Don Richards, Roy Holm, and Tim Sapp

ABSENT: Craig Sorenson, J.R. Gonzales

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

Chairman Mentock called the regular meeting to order at 9:59 a.m.

Budget Hearing

Chairman Mentock opened the budget hearing at 9:59 a.m. He asked for public comments on the proposed FY-2022 budget. There were no public comments. The budget hearing remained open for public comments until it was closed at 10:50 a.m.

Minutes

Chairman Mentock asked for approval of the May 10, 2021 board meeting minutes. Bryan Lee made a motion to approve the May 10, 2021 board meeting minutes as presented. Second by Don Richards. AYE: Board Members Lee, Richards, Mentock, Holm, and Sapp. NAY: none. Motion carried.

Chairman Mentock asked for approval of the May 10, 2021 executive session minutes. Tim Sapp made a motion to approve the May 10, 2021 executive session minutes as presented. Second by Don Richards. AYE: Board Members Lee, Richards, Mentock, Holm, and Sapp. NAY: none. Motion carried.

Chairman Mentock asked for approval of the December 14, 2020 executive session minutes. Bryan Lee made a motion to approve the December 14, 2020 executive session minutes as presented. Second by Roy Holm. AYE: Board Members Lee, Richards, Mentock, Holm, and Sapp. NAY: none. Motion carried.

Bills

Chairman Mentock asked for approval of the June 7, 2021 final bills list totaling \$53,552.17. There was brief discussion regarding the bills. Roy Holm made a motion to approve the bills as presented. Second by Bryan Lee. AYE: Board Members Lee, Richards, Mentock, 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 Projects (Emergency Power & HVAC Upgrades)

The Manager reported that Rawhide Mechanical is still working to procure materials and equipment. They will wait to request a Notice to Proceed until they have the materials and equipment on hand.

Update on the USBR Renewal and Consolidation of the Water Service Contracts

The Manager reported that the Bureau of Reclamation has reviewed the bond (contract renewal paperwork), and it has been sent to Denver. Following a review by the Denver office, it will be sent to Washington, D.C. From Washington, it will be sent back to Casper, but it will likely be some months before that process is finalized.

Update on the Filter Wash Water Waste Valve Replacements

The Manager asked Dave Egan to present an update on this project. Dave reported that Basin Mechanical completed the second valve replacement and will complete the third valve replacement this week. When done, the plant will be back to full operations for the rest of the summer. He also reported there have been no further issues with epoxy while removing the concrete, as occurred with the first valve replacement.

Additional Deaver/Frannie Spur Individual Taps Discussion

The board discussed the potential for adding individual taps to the Deaver/Frannie spur, and how this would affect the current agreement with the Northwest Rural Water District (NRWD).

Tony Rutherford, NRWD Manager, reported that adding taps to the Deaver/Frannie spur may require additional infrastructure in order to service cluster developments.

The Manager explained that there was a rural water tap, originally installed in the 1980s for use by a Deaver/Frannie rural service area. It is still available, if needed.

In response to a question from a board member, the Manager explained that adding taps could be done on a case-by-case basis. He also noted that the current expansion capacity is 85 individual 3/4-inch taps downstream from PCS#6.

Tony Rutherford added that the number of taps within a given distance makes a difference in what may be required for additional infrastructure.

Chairman Mentock clarified that this was a discussion only, but that the consensus seemed to indicate that a case-by-case basis may be the best way to handle requests for additional individual taps at this point.

Proposed FY-2022 Budget

The Manager presented the proposed FY-2022 budget. He reviewed several changes which have been made since the board approved the preliminary budget in March. Bryan Lee made a motion to approve the FY-2022 budget as presented. Second by Tim Sapp. AYE: Board Members Lee, Richards, Mentock, Holm, and Sapp. NAY: none. Motion carried.

Proposed FY-2022 Wage Brackets and Step Increases

The Manager presented the proposed FY-2022 wage brackets and step increases which includes a 2% cost of living adjustment (COLA). Bryan Lee made a motion to approve the FY-2022 wage brackets and step increases as presented. Second by Roy Holm.

Executive Session - Personnel

At 10:53 a.m. a motion was made by Bryan Lee to move into executive session to discuss personnel matters, per Wyoming Statute 16-4-405. Second by Don Richards. AYE: Board Members Lee, Richards, Mentock, Holm, and Sapp. NAY: none. Motion carried. The Manager, Dave Egan, Dexter Woodis, Diana Gwynn, and Tony Rutherford withdrew from the meeting and the executive session commenced. At 11:04 a.m. the board resumed the regular meeting and all attendees returned.

Bryan Lee made a motion to amend his previous motion, to approve the FY-2022 wage brackets and step increases, by including the Manager's salary in the 2% COLA. Second by Roy Holm. AYE: Board Members Lee, Richards, Mentock, Holm, and Sapp. NAY: none. Motion carried.

Chief Plant Operator's Report

- The Chief Plant Operator presented an overview of the Monthly Production Summary report.
- Production for May was up 41% from April, but down 6.30% from last May.
- The operators will begin working 12-hour shifts next week.
- A roof replacement project on the Operations Building is underway. The Effluent and Reclaim Buildings will also be done this year.
- The plant is running very well.

- Changes to the raw water, due to the annual runoff, are expected in the coming days.

Chief Pipeline Operator's Report

- The Chief Pipeline Operator reported that the pipeline continues to run very well for this time of year.
- Roy Harper has returned to work as a part-time laborer for the summer and is assisting with exercising valves and flushing air vacs.

Manager's Report

- WYO-STAR interest for May has not yet posted. WYO-STAR I interest for April was 0.1653%. WYO-STAR II interest for April was 1.1666%.
- Water use figures for May were down 6.4% over the previous May, but still up 2.7% for the fiscal year.
- Board Members Richards (Lovell), Sorenson (Deaver), and Sapp (Powell) have been reappointed by their respective entities to serve on the Shoshone Municipal Waters Joint Powers Board.

Adjourn

At 11:19 a.m. Don Richards made a motion to adjourn the meeting. Second by Roy Holm. AYE: Board Members Lee, Richards, Mentock, Holm, and Sapp. NAY: none. Motion carried and the meeting adjourned.

Chairman

Attest: _____
Secretary