

STATE OF WYOMING)
) ss. WRIGHT WATER & SEWER DISTRICT
) MINUTES
COUNTY OF CAMPBELL)

The Board of Directors of the Wright Water & Sewer District held their Regular Meeting January 11, 2018 at 7:30 p.m. The meeting was held at the District Office, 15009 Hwy. 387. The following members of the Board were present:

DIRECTORS: J. Johnson OTHERS PRESENT: R. Kingan N. Van Wyhe
 J. Dooley L. Strohschein
 L. Duff J. Surwald
 S. Grose
 S. Wilson

ORAL COMMENTS

N. Van Wyhe updated the Board on various HDR projects not covered under either Unfinished or New Business. 1 MG Elevated Tank/Chlorination Facility – Nothing new to report. Existing Chlorination Improvements Project – Permit received in December; project ready to bid.

WRITTEN COMMENTS

There were no Written Comments.

MINUTES

A motion was made by S. Wilson and seconded by J. Dooley to approve the minutes of the Regular Meeting of December 14, 2017. Motion passed unanimously.

REPORTS

The Operating Summary, Bank Reconciliation, Income/Expense, Balance Sheet, and Profit & Loss/Budget vs. Actual Report were presented for the Board’s review. A motion was made by S. Grose and seconded by L. Duff to accept the reports as presented. Motion passed unanimously.

CHECKS AND WARRANTS

A motion was made by S. Grose and seconded by S. Wilson to approve the checks and warrants. Motion passed unanimously.

OPERATORS’ REPORT

R. Kingan gave the operators’ report for the past month citing the following specifics: Water/sewer and effluent samples passed; Replaced meter at RJ-4 Well; Calibration off on RJ-3Well; Worked on loadouts, chlorine analyzer, and aerator air hose; Cleaned tree roots from Sundance manhole; Checked RJ-7 generator; Vehicle mounted sewer camera demoed by Dawson; and observed JCB bore near waterline on Williams Road.

UNFINISHED BUSINESS

There was no Unfinished Business.

NEW BUSINESS

Approve Official Depositories for 2018

A motion was made by L. Duff and seconded by J. Dooley to appoint Bank of the West, Wyoming State Treasurer’s Asset Reserve (WYO-STAR), and Chase Paymentech (Xpress Bill Pay) as the official depositories for the Wright Water & Sewer District for 2018. Motion passed unanimously.

Approve Official Newspaper for 2018

A motion was made by J. Dooley and seconded by S. Grose to appoint the High Plains Sentinel as the official newspaper for the Wright Water & Sewer District for 2018. Motion passed unanimously.

Approve ID Theft Prevention Program

After reviewing the current ID Theft Prevention Program and finding no need for changes to the existing policies and procedures, a motion was made by S. Grose and seconded by S. Wilson to leave the program as is, with the exception of updating signatures. Motion passed unanimously.

Approve Task Order 001 – Miscellaneous Services 2018 - HDR Engineering, Inc.

A motion was made by S. Grose and seconded by J. Dooley to approve Task Order 001 –

Miscellaneous Services 2018 with HDR Engineering, Inc. to provide the District with miscellaneous engineering services throughout the year. Motion passed unanimously.

ANNOUNCEMENTS

The next Regular Meeting of the Wright Water & Sewer District Board of Directors will be held February 8, 2018 at 7:30 p.m. at the District Office.

ADJOURNMENT

With no further business to discuss, a motion was made by J. Dooley and seconded by S. Grose to adjourn. Motion passed unanimously. The meeting adjourned at 7:50 p.m.

Juli Surwald, Clerk

Joseph W. Johnson, Chairman