

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 February 9, 2017 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
L. Duff	J. Steele	D. Briney
S. Grose	L. Strohschein	
R. Rasmussen	J. Surwald	

ORAL COMMENTS

D. Briney, representing Turn-Key Technologies, gave the Board an overview of the progress made on the upgrades, as well as an updated timeline for the projects.

N. Van Wyhe updated the Board on various HDR projects not covered under either Unfinished or New Business. RJ-8 Well Completion and Pumphouse – Nothing new to report. 1 MG Elevated Tank/Chlorination Facility – Valves and ejector replaced; leaks repaired; spare parts used by Miller Mechanical need to be replaced. Existing Chlorination Improvements Project – Compiled design concept list; considering three (3) building types; existing building to be removed; preliminary design will be provided by end of February. WWDC Amendment #3 – Nothing new to report. Well Extension/Enlargement – Extension approved; 150 acre-feet expansion approved.

WRITTEN COMMENTS

There were no Written Comments.

MINUTES

A motion was made by S. Grose and seconded by R. Rasmussen to approve the minutes of the Regular Meeting of January 12, 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 L. Duff and seconded by S. Grose to accept the reports as presented. Motion passed unanimously.

CHECKS AND WARRANTS

A motion was made by R. Rasmussen and seconded by L. Duff to approve the checks and warrants, with the exception of the checks and warrants for Don’s SuperMarket, Inc. and Rasmussen Electric, Inc. Motion passed unanimously.

A motion was made by S. Grose and seconded by J. Johnson to approve the checks and warrants for Don’s SuperMarket, Inc. and Rasmussen Electric, Inc. Motion passed unanimously with L. Duff and R. Rasmussen abstaining.

OPERATORS’ REPORT

R. Kingan gave the operators’ report for the past month citing the following specifics: Water/sewer and effluent samples passed; Worked on both RV and Plant Lift Stations; Pond II aerator and Hicks loadout froze up; Repaired control valves at old Chlorinator; Completed 24-hour pump tests; Started backflow testing; Fixed leak on Sundance; and repaired three (3) meters.

UNFINISHED BUSINESS

There was no Unfinished Business.

NEW BUSINESS

Tap Fee Prices

After reviewing the District’s current tap prices and noting only insignificant cost increases, a motion was made by R. Rasmussen and seconded by S. Grose to continue using the current tap fee schedule. Motion passed unanimously.

Security Door Switches

A motion was made by L. Duff and seconded by S. Grose to proceed with the installation of security door switches at both the shop and office building locations. Motion passed unanimously with R. Rasmussen abstaining.

Employee Use of Property/Facilities

After reviewing the current policy concerning the use of District equipment and facilities, the employees were reminded that the policy needed to be followed at all times. No additional action was taken.

ANNOUNCEMENTS

Applications for WWSD Director Elections will be accepted from February 1, 2017 thru February 21, 2017.

The next Regular Meeting of the Wright Water & Sewer District Board of Directors will be held March 9, 2017 at 7:30 p.m. at the District Office.

ADJOURNMENT

With no further business to discuss, a motion was made by R. Rasmussen and seconded by L. Duff to adjourn. Motion passed unanimously. The meeting adjourned at 8:52 p.m.

Juli Surwald, Clerk

Joseph W. Johnson, Chairman