

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 September 8, 2016 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 L. Strohschein K. Couch
 S. Grose J. Surwald
 R. Rasmussen

ORAL COMMENTS

N. Van Wyhe updated the Board on various HDR projects not covered under either Unfinished or New Business. RJ-8 Well Completion and Pumphouse – Harmonic filter installed; requested written plan for pulling of pump; prepared DEQ completion documents for signature. 1 MG Elevated Tank/Chlorination Facility – Letters sent to both Hladky and Landmark; chlorine racks scheduled for 9th; one (1) item remaining on Hladky’s punch list. South Loop Waterline – Record drawings ready for District review. Existing Chlorination Improvements Project – Nothing new to report. Well Expansion with State Engineer’s Office (SEO) – Nothing new to report.

WRITTEN COMMENTS

There were no Written Comments.

MINUTES

A motion was made by R. Rasmussen and seconded by S. Grose to approve the minutes of the Regular Meeting of August 11, 2016. 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; Jack’s Trucking worked on sewer truck transmission; Checked manhole covers around town; Worked on both RV and Plant Lift Stations; Re-installed sign on South Loop; Repaired one (1) leak in the trailer park; Replaced curb stop on Sweetwater and repaired two (2) meters.

UNFINISHED BUSINESS

Upgrade Utility Billing Software/Payment Methods/Website

After a PowerPoint presentation from K. Couch of Turn-Key Technologies concerning the upgrades to the District’s Caselle software, payment methods, and website, a motion was made by S. Grose and seconded by L. Duff to have Turn-Key Technologies submit a proposal with cost estimates. Motion passed unanimously.

NEW BUSINESS

Review Water and Sewer Rates

After a brief discussion, a motion was made by L. Duff and seconded by S. Grose to table this item of business until we have an entire year’s worth of data with the rate increases that were

implemented in January. Motion passed unanimously.

Approve RJ-7 Chlorination Building Change Order #3 – Hladky Construction, Inc.

A motion was made by S. Grose and seconded by L. Duff to approve the RJ-7 Chlorination Building Change Order #3 (attached), increasing the contract by \$226.50 to change the location of the chlorine analyzer. Motion passed unanimously with R. Rasmussen abstaining.

ANNOUNCEMENTS

The next Regular Meeting of the Wright Water & Sewer District Board of Directors will be held October 13, 2016 at 7:30 p.m. at the District Office.

ADJOURNMENT

With no further business to discuss, a motion was made by S. Grose and seconded by R. Rasmussen to adjourn. Motion passed unanimously. The meeting adjourned at 8:23 p.m.

Juli Surwald, Clerk

Joseph W. Johnson, Chairman