

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

The Board of Directors of the Wright Water & Sewer District held their Regular Meeting January 12, 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
 J. Dooley J. Steele
 S. Grose L. Strohschein
 J. Surwald

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 – Small leak to be repaired under warranty. 1 MG Elevated Tank/Chlorination Facility – Calibration completed by Hawkins; door locks replaced; currently under 1-year warranty period. Existing Chlorination Improvements Project - Need to discuss changes w/staff prior to DEQ review. WWDC Amendment #3 – Proposed amendment will decrease water royalty percentage from 22.6 to 20.0 with the addition of the RJ-8 Well.

K. Ingersoll, representing P. Henderson (400 Sheridan), was present to ask the District to consider reversing the sewer surcharge due to a water leak during the month of December. This item was added to New Business.

WRITTEN COMMENTS

There were no Written Comments.

MINUTES

A motion was made by S. Grose and seconded by J. Dooley to approve the minutes of the Regular Meeting of December 8, 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 J. Dooley and seconded by S. Grose to accept the reports as presented. Motion passed unanimously.

CHECKS AND WARRANTS

A motion was made by S. Grose and seconded by J. Dooley 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 J. Dooley and seconded by S. Grose to approve the checks and warrants for Don’s SuperMarket, Inc. and Rasmussen Electric, Inc. 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; Worked w/contractors and inspectors at the new tank; Rasmussen worked on S.C.A.D.A. system; Several small repairs made at 1 MG Tank and Chlorination Facility; Checked hydrants for snow piles; Started 24-hour pump tests; and repaired one (1) meter.

UNFINISHED BUSINESS

There was no Unfinished Business.

NEW BUSINESS

Approve Official Depositories for 2017

A motion was made by S. Grose and seconded by J. Dooley to appoint both Bank of the West and Wyoming State Treasurer’s Asset Reserve (WYO-STAR) as the official depositories for the Wright Water & Sewer District for 2017. Motion passed unanimously.

Approve Official Newspaper for 2017

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 2017. 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 J. Dooley and seconded by S. Grose to leave the program as is with the exception of updating signatures. Motion passed unanimously.

Approve Master Agreement – HDR Engineering, Inc.

A motion was made by S. Grose and seconded by J. Dooley to approve the Master Agreement for Misc. Services and Projects with HDR Engineering, Inc. Motion passed unanimously.

Approve Renewal of Website Domain Registration

A motion was made by S. Grose and seconded by J. Dooley to approve the annual renewal of the old website domain registration until the new website is finished and put online. Motion passed unanimously.

Approve Sewer Surcharge Credit – P. Henderson

A motion was made by S. Grose and seconded by J. Dooley to credit P. Henderson's account for the sewer surcharge from the December billing. Motion passed unanimously.

ANNOUNCEMENTS

The next Regular Meeting of the Wright Water & Sewer District Board of Directors will be held February 9, 2017 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 8:10 p.m.

Juli Surwald, Clerk

Joseph W. Johnson, Chairman