

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 May 11, 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	D. Briney
L. Duff	L. Strohschein	
S. Grose	J. Surwald	
S. Wilson		

OATH OF OFFICE

Newly elected director, Scott Wilson, and re-elected director, Joseph Johnson, took the Oath of Office as Directors of the Wright Water & Sewer District.

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 – Baker Hughes will schedule a rep to re-tap the transformer. 1 MG Elevated Tank/Chlorination Facility – DRM addressed the settlement issues. Existing Chlorination Improvements Project – Permit application submitted; currently under the sixty (60) day review period.

D. Briney, representing Turn-Key Technologies, gave the Board an updated timeline for the completion of Phase I, which includes the new website.

WRITTEN COMMENTS

There were no Written Comments.

MINUTES

A motion was made by J. Dooley and seconded by L. Duff to approve the minutes of the Regular Meeting of April 13, 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 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 S. Grose and seconded by J. Dooley to approve the checks and warrants for Don’s SuperMarket, Inc. and Rasmussen Electric, Inc. Motion passed unanimously with L. Duff and S. Wilson abstaining.

OPERATORS’ REPORT

R. Kingan gave the operators’ report for the past month citing the following specifics: Water/sewer and effluent samples passed; RK attended Spring Conference in Casper; Consumer Confidence Report inserted in local paper as required; Worked w/contractors at RJ-8 Well and Anchor Drilling; Worked on RJ-8 hammer valve and maintenance equipment; Greased pond aerators; Replaced valve at Brittney loadout; Rebuilt road at RJ-5; Inventoried back shop; and repaired curb stop on Sandcreek.

ELECTION RESULTS

J. Surwald reported on the May 2, 2017 election as provided by M. Cantu, acting Election Clerk. Election results were as follows: thirty-one (31) ballots were cast, resulting in twenty-four (24) votes for J. Johnson, seven (7) votes for R. Labbe’, and twenty-five (25) votes for S. Wilson.

J. Johnson and S. Wilson were elected to the Board of Directors.

UNFINISHED BUSINESS

2017/2018 Budget Worksheets

The 2017/2018 Budget Worksheets were reviewed and will be approved at the May meeting. No additional action was taken.

NEW BUSINESS

Approve Mill Levy

A motion was made by L. Duff and seconded by S. Grose to request an eight (8) Mill Levy from the county for the 2017 taxes. Motion passed unanimously.

Election of Officers

A motion was made by L. Duff and seconded by J. Dooley to re-elect J. Johnson as Chairman. Motion passed unanimously.

A motion was made by S. Grose and seconded by L. Duff to re-elect J. Dooley as Vice Chairman. Motion passed unanimously.

A motion was made by J. Dooley and seconded by L. Duff to re-elect S. Grose as Secretary/Treasurer. Motion passed unanimously.

Approve Audit Services Proposal

A motion was made by S. Grose and seconded by L. Duff to approve the Audit Services Proposal from Bennett, Weber & Hermstad, LLP. Motion passed unanimously.

At 8:10 p.m. the Board of Directors adjourned to executive session to discuss personnel issues. The regular meeting reconvened at 8:22 p.m.

Approve Employee Cost of Living Adjustment (C.O.L.A.)

The employees were informed that the District would give each of the employees – excluding temporary employees – a two and one-half percent (2.5%) Cost of Living Adjustment, as well as continue to contribute six percent (6%) to each employee's deferred compensation plan based on the new base wage figures effective with the first pay date in July. No additional action was taken.

ANNOUNCEMENTS

The next Regular Meeting of the Wright Water & Sewer District Board of Directors will be held June 8, 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 L. Duff to adjourn. Motion passed unanimously. The meeting adjourned at 8:28 p.m.

Juli Surwald, Clerk

Joseph W. Johnson, Chairman