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

**COUNTY OF CAMPBELL** 

The Board of Directors of the Wright Water & Sewer District held their Regular Business Meeting April 12, 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. Dooley	<b>OTHERS PRESENT:</b>	R. Kingan	N. Van Wyhe
	S. Grose		J. DePoorter	J. Starck
	S. Wilson		J. Steele	
			L. Strohschein	

### **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 - Plans approved by County and TOW; JR Civil started submitting shop drawings; waiting on building permit.

# WRITTEN COMMENTS

There were no Written Comments.

### **MINUTES**

A motion was made by S. Wilson and seconded by S. Grose to approve the minutes of the Regular Business Meeting of March 8, 2018. Motion passed unanimously.

# REPORTS

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

### **CHECKS AND WARRANTS**

A motion was made by S. Wilson and seconded by S. Grose 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-3 Well and air release at RJ-8 Well; Cleaned Plant wet well; Distributed Consumer Confidence Report as required; Worked on roads and grading at Brittney loadout; Accompanied PRECorp to various locations to reprogram their meters; Two (2) locations left on backflow testing; and had all fire extinguishers tested.

### **UNFINISHED BUSINESS**

### 2018/2019 Budget Worksheets

The 2018/2019 Budget Worksheets were reviewed. No additional action was taken.

### **NEW BUSINESS**

### Approve Director Duff's Absence

A motion was made by S. Wilson and seconded by S. Grose to approve the absence of Director L. Duff. Motion passed unanimously.

At 7:47 p.m. the Board of Directors adjourned to Executive Session to discuss personnel issues. The Regular Business Meeting reconvened at 7:56 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 a two percent (2%) Cost of Living Adjustment, as well as continue to contribute six percent (6%) to each employee's deferred compensation plan calculated on the new base wage figures effective with the first day date in July. No additional action was taken.

### ANNOUNCEMENTS

The next Regular Business Meeting of the Wright Water & Sewer District Board of Directors will

be held May 10, 2018 at 7:30 p.m. at the District Office.

# ADJOURNMENT

With no further business to discuss, a motion was made by S. Wilson and seconded by S. Grose to adjourn. Motion passed unanimously. The meeting adjourned at 7:58 p.m.

Juli DePoorter, Clerk

Justin Dooley, Vice Chairman