

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

The Board of Directors of the Wright Water & Sewer District held their Regular Business Meeting November 8, 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:

<b>DIRECTORS:</b> J. Johnson	<b>OTHERS PRESENT:</b> R. Kingan	N. Van Wyhe
J. Dooley	J. DePoorter	J. Starck
L. Duff	J. Steele	
S. Grose	L. Strohschein	
S. Wilson		

**ORAL COMMENTS**

N. Van Wyhe updated the Board on various HDR projects not covered under either Unfinished or New Business. Existing Chlorination Improvements Project – Work continues at site; waiting on siding for building and various other materials; plumbers and electricians making progress; JR Civil replaced original coating contractor.

**WRITTEN COMMENTS**

There were no Written Comments.

**MINUTES**

A motion was made by L. Duff and seconded by S. Grose to approve the minutes of the Regular Business Meeting of October 11, 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 J. Dooley to accept the reports as presented. Motion passed unanimously.

**CHECKS AND WARRANTS**

A motion was made by J. Dooley 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; JS attended Fall Expo in Casper; Wyoming Network completed the District’s website; EPA conducted an inspection/survey; Inspected sewer lines on Highridge for blockage; Checked manholes and cleaned sewer lines as needed; Hauled rock to both water loadout locations; and replaced curb stop on Sunrise, as well as the air pump at Haycreek Lift Station.

**UNFINISHED BUSINESS**

There was no Unfinished Business.

**NEW BUSINESS**

Approve Amendment 2 – Task Order 006 – Existing Chlorination Improvements

A motion was made by S. Grose and seconded by J. Dooley to approve Amendment 2 – Task Order 006 – Existing Chlorination Improvements with HDR Engineering. Motion passed unanimously.

Approve Existing Chlorination Improvements Change Order #2 – JR Civil

A motion was made by L. Duff and seconded by S. Grose to approve the Existing Chlorination Improvements Change Order #2, decreasing the contract by \$29,553.99 to remove the blasting and painting tasks from the original contract, contingent upon JR Civil’s approval. Motion passed unanimously.

At 7:56 p.m. the Board of Directors adjourned to Executive Session to discuss personnel issues and litigation. The Regular Business Meeting reconvened at 8:49 p.m. No action was taken during Executive Session.

**ANNOUNCEMENTS**

The next Regular Business Meeting of the Wright Water & Sewer District Board of Directors will be held December 13, 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 8:50 p.m.

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Juli DePoorter, Clerk

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Joseph W. Johnson, Chairman