

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 Business Meeting May 9, 2019 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	J. DePoorter	M. Hines
S. Grose	J. Steele	J. Starck
S. Wilson	T. Stiens	H. Turbiville
	L. Strohschein	

OATH OF OFFICE

Re-elected directors, L. Duff and S. Grose, took the Oath of Office as Directors of the Wright Water & Sewer District. Re-elected director, Justin Dooley, will take his Oath of Office later in the week.

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; currently on work day 219 of 95; liquidated damages discussions have ended; rescheduled startup a number of times; Substantial Completion requirements will have been met after tank is cleaned of any debris, and chlorination startup has passed inspection and testing. Well Enlargements – No answer from State Engineer’s Office on well enlargements.

WRITTEN COMMENTS

There were no Written Comments.

MINUTES

A motion was made by S. Wilson and seconded by L. Duff to approve the minutes of the Regular Business Meeting of April 11, 2019. Motion passed unanimously.

A motion was made by L. Duff and seconded by S. Wilson to approve the minutes of the Executive Session of April 11, 2019. Motion passed unanimously.

REPORTS

The Operating Summary was presented for the Board’s review. A motion was made by S. Grose and seconded by S. Wilson to accept the report as presented. Motion passed unanimously. The Bank Reconciliation Report, Income/Expense Report, Balance Sheet, and Profit & Loss/Budget vs. Actual Report will be completed and accepted after April’s interest is posted to the WYO-STAR account.

CHECKS AND WARRANTS

A motion was made by S. Grose and seconded by L. Duff 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; Cleaned Plant Lift Station wet well; Checked air relief valve on Story; Flushed hydrants; Replaced hydrant at office; Spread additional rock in parking lot; Repaired leak in trailer park; Conducted interviews for summer hires; Brought HDR consultant in for electrical issues on Chlorinator project; RK attended Spring Conference in Casper; Made one (1) new tap, and repaired three (3) meters.

ELECTION RESULTS

J. DePoorter reported on the May 7, 2019 election as provided by C. Hubbs, acting Election Clerk. Election results were as follows: twenty-two (22) ballots were cast, resulting in twenty-two (22) votes for J. Dooley, eighteen (18) votes for L. Duff, nineteen (19) votes for S. Grose, and two (2) write-in votes. J. Dooley, L. Duff, and S. Wilson were re-elected to the Board of Directors.

UNFINISHED BUSINESS

Approve 2019/2020 Budget

A motion was made by S. Grose and seconded by S. Wilson to approve the proposed 2019/2020 budget. Motion passed unanimously.

NEW BUSINESS

Approve 6” Tap for Proposed Workforce Housing/Shop

After a brief overview of Winco Disposal’s development plans by M. Hines, a motion was made by S. Grose and seconded by S. Wilson to approve a 6” tap for Winco’s proposed Workforce Housing/Shop project. Motion passed unanimously.

Approve Mill Levy

A motion was made by S. Wilson and seconded by S. Grose to request an eight (8) Mill Levy from the county for the 2019 taxes. Motion passed unanimously.

Election of Officers

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

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

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

Approve Amendment 4 – Task Order 006 – Existing Chlorination Improvements

A motion was made by L. Duff and seconded by S. Grose to approve Amendment 4 – Task Order 006 – Existing Chlorination Improvements with HDR Engineering. Motion passed unanimously.

Approve Task Order 002 – Miscellaneous Services - HDR Engineering, Inc.

A motion was made by S. Wilson and seconded by L. Duff to approve Task Order 003 with HDR Engineering, Inc. to assist the District with the preparation of documentation related to the potential lawsuit/mediation regarding liquidated damages for the Existing Chlorination Improvements Project throughout the year. Motion passed unanimously.

At 8:12 p.m. the Board of Directors adjourned to Executive Session to discuss personnel issues. The Regular Business Meeting reconvened at 8:23 p.m.

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

A motion was made by S. Wilson and seconded by S. Grose to implement a three percent (3%) Cost of Living Adjustment for each of the employees, 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 pay date in July. Motion passed unanimously.

ANNOUNCEMENTS

The next Regular Business Meeting of the Wright Water & Sewer District Board of Directors will be held June 13, 2019 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 L. Duff to adjourn. Motion passed unanimously. The meeting adjourned at 8:26 p.m.