

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 14, 2020 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 J. Starck
 J. Dooley J. DePoorter R. Rasmussen
 L. Duff J. Steele
 S. Grose L. Strohschein
 S. Wilson

ORAL COMMENTS

J. Starck updated the Board on various HDR projects not covered under either Unfinished or New Business. 2020 Wastewater Lagoon Improvements – Work continues on project design; waiting on boring test results; preliminary drawings available for District review; should be ready for DEQ submittal within the next month. Misc. Services – Preliminary legal exhibits for Lagoon Land Purchase prepared; purchased land must be annexed into the Town of Wright.

WRITTEN COMMENTS

There were no Written Comments.

MINUTES

A motion was made by L. Duff and seconded by J. Dooley to approve the minutes of the Regular Business Meeting of April 9, 2020. Motion passed unanimously.

REPORTS

The Operating Summary, Bank Reconciliation Report (2), Income/Expense Report (2), Balance Sheet (2), and Profit & Loss/Budget vs. Actual Report (2) were presented for the Board’s review. A motion was made by S. Grose 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. Wilson 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; Repaired leak on RJ-8 waterline and roof at RJ-2 Well (wind damage); Contracted for Access Road patching; Cleaned trouble area sewer lines; Pressure tested on Shadow Hill and Range Circle; Sealed electric cable at RJ-2 Well and Water Tank lid as required by the EPA in the District’s Sanitary Survey; Observed D.R.M. progress on Hwy. 59 project near raw waterlines, Clean up continues in back yard; and repaired one (1) meter.

UNFINISHED BUSINESS

Approve 2020/2021 Budget

A motion was made by S. Grose and seconded by S. Wilson to approve the proposed 2020/2021 budget. Motion passed unanimously.

NEW BUSINESS

Approve Change in Operations Staffing

In anticipation of RK’s retirement, discussion was held on the number of employees needed to safely cover on-call duty and call outs. A motion was made J. Dooley and seconded by S. Grose to reduce the Operations staff to two (2) full-time employees upon RK’s departure. The District will subcontract for backup call outs, possibly with Rasmussen Electric, Inc. Motion passed unanimously.

Approve Mill Levy

A motion was made by J. Dooley and seconded by S. Grose to request an eight (8) Mill Levy from

the county for the 2020 taxes. Motion passed unanimously.

Election of Officers

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

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

A motion was made by J. Dooley and seconded by S. Grose to table this item of business until June's Regular Business Meeting. Motion passed unanimously. No additional action was taken.

At 8:25 p.m. the Board of Directors adjourned to Executive Session to discuss personnel issues. The Regular Business Meeting reconvened at 8:46 p.m.

ANNOUNCEMENTS

The next Regular Business Meeting of the Wright Water & Sewer District Board of Directors will be held June 11, 2020 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 J. Dooley to adjourn. Motion passed unanimously. The meeting adjourned at 8:47 p.m.

Juli DePoorter, Clerk

Joseph W. Johnson, Chairman