

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 February 11, 2021 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: S. Grose           OTHERS PRESENT: L. Strohschein           J. Starck  
                  L. Duff    J. DePoorter           A. Spindler  
                  S. Wilson    J. Steele

**ORAL COMMENTS**

J. Starck updated the Board on various HDR projects not covered under either Unfinished or New Business. 2020 Wastewater Lagoon Improvements – Responded to additional DEQ comments; expect Permit to Construct this month; Mineral Royalty Grant awarded for \$1,080,000. Misc. Services – Land purchase documents filed; lagoon headworks project added to Intended Use Plan.

A. Spindler, representing DOWL, was present to give the Board of Directors a brief overview of the Housing Study for H. Pridgeon. Several parameters concerning the project were reviewed in accordance with the District By-Laws. No action was taken.

**WRITTEN COMMENTS**

There were no Written Comments.

**MINUTES**

A motion was made by L. Duff and seconded by S. Wilson to approve the minutes of the Regular Business Meeting of January 14, 2021. 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 L. Duff to accept the reports as presented. Motion passed unanimously.

**CHECKS AND WARRANTS**

A motion was made by L. Duff and seconded by S. Wilson to approve the checks and warrants. Motion passed unanimously.

**OPERATORS’ REPORT**

L. Strohschein gave the operators’ report for the past month citing the following specifics: Water/sewer and effluent samples passed; Completed and submitted Well Pump and Recovery tests; Drafted letter for Backflow Assembly Testing for commercial customers; Reviewed Pridgeon Housing Project plans; Met w/County and DRM; Filled potholes; and replaced curb stop on Rawlins Court.

**UNFINISHED BUSINESS**

Approve Employment Policy Amendment on Maximum Personal and Vacation Leave Hours

A motion was made by L. Duff and seconded by S. Wilson to allow an employee to go over the maximum “bank” of Personal Leave and Vacation Leave during the year, but enforce the maximum limits at the end of the calendar year. Motion passed unanimously.

Signed Service Agreement Requirements

Discussion was held to clarify the District’s policy concerning the provision of services without a completed and signed Service Agreement. A tentative policy will be written up and presented to the Board for approval at the March meeting. No additional action was taken.

**NEW BUSINESS**

Approve S.L.I.B. Mineral Royalty Grant Contract

A motion was made by S. Wilson and seconded by L. Duff to accept and sign the S.L.I.B. Mineral Royalty Grant contract as written. Motion passed unanimously.

Approve Disposition of 2016 Ford F-150 SuperCab

A motion was made by L. Duff and seconded by S. Wilson to advertise the sale of the 2016 Ford F-150 SuperCab by sealed bids, setting a minimum bid of \$21,500.00. Motion passed unanimously.

**ANNOUNCEMENTS**

The next Regular Business Meeting of the Wright Water & Sewer District Board of Directors will be held March 11, 2021 at 7:30 p.m. at the District Office.

**ADJOURNMENT**

With no further business to discuss, a motion was made by L. Duff and seconded by S. Wilson to adjourn. Motion passed unanimously. The meeting adjourned at 8:20 p.m.

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Juli DePoorter, Clerk

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Steve Grose, Secretary/Treasurer