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 October 14, 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:	L. Duff	OTHERS PRESENT:	L. Strohschein	L. Quiroz
	J. Bissey		J. DePoorter	J. Steele
	S. Wilson		R. Germar	

ORAL COMMENTS

L. Strohschein read the Engineer's Report to update the Board on the various HDR projects. <u>2020</u> <u>Wastewater Lagoon Improvements</u> – The construction is moving forward with some delay due to weather. Still expecting some parts to not arrive until January 2022. <u>Misc Services</u> – The Annexation Application was approved through the Town of Wright and the final plat is being prepared for signatures.

Ryan Germar from Bennett, Weber & Hermstad, LLP, discussed with the Board about having procedures in place that would benefit the administration day to day business of the Wright Water and Sewer District.

WRITTEN COMMENTS

There were no Written Comments.

MINUTES

A motion was made by S. Wilson and seconded by J. Bissey to approve the minutes of the Regular Business Meeting of September 9, 2021. Motion passed unanimously.

REPORTS

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

CHECKS AND WARRANTS

A motion was made by S. Wilson and seconded by J. Bissey 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 effluent samples passed, no sewer samples this month: Dug up two (2) water leaks for Cottonwood Mobile Home Park; RJ-8 well pilot valve was cleaned; Reset the PLC on RJ-5 well; Checked low water PSI on Sandcreek Circle; Reset drives at RJ7 well and RJ8 well; Assisted Melgaard Construction with lowering service and relocating meter pit; Updated Emergency Response Plan; Estimate was received from Hank's Roadside Bar and Grill on installing a grease trap; Replace meter tap at Chad Road and reinstalled the MXU; Checked curb stops south of town for functionality; Serviced clogged sewer line on Sandcreek Circle; Cleaned debris from Plant Lift Station pump #2; Repaired a curb stop on Kings Court; Marked water valves and curb stops south of town; Raised a curb stop on Yellowstone Circle for a concrete pour; Used the VAC truck at the Lift Station and took the waste to Gillette; All hydrants were flushed; De-Chlorination shed was cleaned and updated for the project at the lagoons; Cleaned filter due to concern of low water pressure on Willow Creek Drive; Spoke with EPA to update our sample points; Four (4) final reads, eight (8) locates and thirty (30) door knockers; Spoke with Rapid Fire about fire flow protection for location on Story Ave.; All portable meters were retrieved; All heaters have been checked; Set five (5) aerators in the pond; Snow removal and updated all operations reports.

UNFINISHED BUSINESS

By-Laws Amendment - Signed Service Agreement Required

The By-Laws Amendment and the Renter/Owner Signed Service Agreement were discussed with possible changes and will be presented for the Board to review at the following Board Meeting.

<u>2020 Wastewater Lagoon Imprv. Change Order #2 – Earth Work Solutions</u> A motion was made by J. Bissey and seconded by S. Wilson to accept the 2020 Wastewater Lagoon Improvements Change Order #2. Motion passed unanimously.

NEW BUSINESS

WWSD Rate Review

A motion was made by J. Bissey and seconded by S. Wilson to approve new rates for the District's water and sewer usage beginning January 2022. Motion passed unanimously

Employee Computer Training with Caselle Connect

A motion was made by S. Wilson and seconded by J. Bissey to approve a 3-day, in-house, training with instructors from Caselle Connect. All expenses are understood to be shared with the Town of Wright. Motion passed unanimously.

ANNOUNCEMENTS

The next Regular Business Meeting of the Wright Water & Sewer District Board of Directors will be held November 15, 2021 at 7:30 p.m. at the District Office.

ADJOURNMENT

With no further business to discuss, a motion was made by J. Bissey and seconded by S. Wilson to adjourn. Motion passed unanimously. The meeting adjourned at 9:05p.m.

Lisa Quiroz, Asst. Clerk

Logan Duff, Chairman