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 March 10, 2022 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 J. Candelario S. Grose T. Candelario J. Stark J. Bissey L. Ouiroz

J. Steele

ORAL COMMENTS

J. Starck updated the Board on the 2020 Wastewater Lagoon Improvements Schedule. A revised proposal for design was provided for consideration for the Wastewater Headworks project. Town annexation and resubdivision plats were submitted to the County for filing. Recommendations were made on the State Revolving Fund Intended Use Plan.

WRITTEN COMMENTS

There were no Written Comments.

MINUTES

A motion was made by J. Bissey and seconded by S. Grose to approve the minutes of the Regular Business Meeting of February 10, 2022. Motion passed unanimously.

REPORTS

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

CHECKS AND WARRANTS

A motion was made by S. Grosc 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/sewer samples passed; One MXU installed; Manhole inspections were completed; Maintenance on RJ-8 after power failure; Twenty Door-Knockers and five final reads; Replaced one freeze plate; Maintenance done on the shop, office and equipment; Maintenance on lift stations and loadouts; Multiple locates; Plant lift station debris hauled to Gillette; Work done on Lift Station Pump due to being clogged with excessive debris; Continued work on ponds 1 & 2; Results for homeowners about Lead and Copper were hand delivered; Updated lead and copper site plan to EPA; Discussed options with DEQ about the screenings process for the Headworks project; Multiple final reads; Multiple services activated; Multiple courtesy shut-off's due to water leaks; Inspected a grease trap install at a local restaurant; Took water samples to lab; Updated Bylaws; Samples and deposits dropped off; Filled part time office position.

UNFINISHED BUSINESS

Employee Unused Vacation/Personal Time Pay-Out

A motion was made by S. Grose and seconded by J. Bissey to keep existing policy as stated in the Employee Policy Manuel. Motion passed unanimously.

HDR - Engineering Task Order No. 5 - Wastewater Lagoon Headworks Design

A motion was made by J. Bissey and seconded by S. Grose to the approve Task Order No. 5 -Wastewater Lagoon Headworks Design with HDR Engineering. Motion passed unanimously.

NEW BUSINESS

Summer Hires

A motion was made by S. Grose and seconded by J. Bissey to hire two people for the summer at the rate of \$14-\$16/hour DOE. Motion passed unanimously.

WY Rural Water Voting Delegate

A motion was made by J. Bissey and seconded by S. Grose to appoint L. Strohschein as the District's voting delegate at the annual Wyoming Association of Rural Water Systems meeting to be held in April. Motion passed unanimously.

2022/2023 Budget Worksheets

This item was tabled until the April Board Meeting. No action was taken.

ANNOUNCEMENTS

The next Regular Business Meeting of the Wright Water & Sewer District Board of Directors will be held April 14, 2022 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. Bissey to adjourn. Motion passed unanimously. The meeting adjourned at 8:08 p.m.

Lisa Quiroz, Clerk

ogen Duff, Chairman