

STATE OF WYOMING)
) ss. WRIGHT WATER & SEWER DISTRICT
COUNTY OF CAMPBELL) MINUTES

The Board of Directors of the Wright Water & Sewer District held their Regular Business Meeting November 15, 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
J. Dooley	J. DePoorter
J. Bissey	L. Quiroz
S. Wilson	J. Stark

ORAL COMMENTS

J. Starck updated the Board on the construction progress and anticipates completion of the 2020 Wastewater Lagoon Improvements in January 2021 due to waiting on parts. Misc. Services – The Legal Exhibit for Lagoon Land Purchase plats will be ready for signatures next board meeting.

WRITTEN COMMENTS

There were no Written Comments.

MINUTES

A motion was made by J. Bissey and seconded by S. Wilson to approve the minutes of the Regular Business Meeting of October 14, 2021. Motion passed unanimously.

REPORTS

The Operating Summary, Bank Reconciliation Report (October), Income/Expense Report (October), Balance Sheet (October), and Profit & Loss/Budget vs. Actual Report (October) were presented for the Board's review. A motion was made by J. Dooley and seconded by J. Bissey 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

L. Strohschein gave the operators' report for the past month citing the following specifics: Water samples passed; Submitted Nitrates testing; JS attended classes in Casper; Electrical maintenance work to Hay Creek lift station; Mixers and aerators are set in ponds 1 and 2; De-chlorination shed is complete; Beginning stages of filling pond 3 have begun; Spoke with EPA to update sampling points; Valve at Hicks loadout, One (1) freeze plate, one (1) meter, multiple final reads, five (5) locates and 29 door-knockers.

UNFINISHED BUSINESS

By-Laws Amendment – Signed Service Agreement Required

The Signed Service Agreement has been sent to the lawyer for review. Item was tabled until next board meeting. .

Contract for Owner/Renter Agreement

A motion was made by J. Dooley and seconded by J. Bissey to approve the addition to the Owner/Renter Agreement and then mailed to all Landlords within the District. The Board will have an open session at the December meeting for public comment. The new policy will take effect as of January 2022. Motion passed unanimously.

NEW BUSINESS

By-Laws Concerning employees living in the District

A motion was made by J. Dooley and seconded J. Bissey to approve the change of policy for WWSD Office Personnel to live within a 15-mile radius of the District. The on-call employees will continue to be required to live within the District. Motion passed unanimously.

Part-Time Position for Office Personnel

A motion was made by J. Bissey and seconded by J. Dooley to approve the hiring of A. Huxtable for the part-time clerk position. Training will begin in November. Motion passed unanimously.

WWSD Cleaning Contract with WEB Enterprise

A motion was made by J. Dooley and seconded by S. Wilson to approve the changes of the services provided by WEB Enterprise to two-days per week. A new contract will be received in January 2022. Motion passed unanimously.

Pricing for a remote computer for the District

A motion was made by S. Wilson and seconded by J. Dooley to approve the purchasing of equipment for a remote computer for the District. Motion passed unanimously.


ANNOUNCEMENTS

The WWSD Christmas Dinner will be held at Open Range Steakhouse December 17, 2021 at 6:00 p.m..

The next Regular Business Meeting of the Wright Water & Sewer District Board of Directors will be held December 9, 2021 at 7:30 p.m. at the District Office.

ADJOURNMENT

With no further business to discuss, a motion was made by J. Dooley and seconded by S. Wilson to adjourn. Motion passed unanimously. The meeting adjourned at 8:35p.m.



Lisa Quiroz, Asst. Clerk



Logan Duff, Chairman