

**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 May 11, 2023 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  
J. Dooley  
J. Bissey  
S. Wilson  
K. Eisenbraun

**OTHERS PRESENT:** L. Strohschein J. Starck  
L. Quiroz J. Candelario  
J. Steele T. Candelario

**OATH OF OFFICE**

Newly elected director, Keith Eisenbraun, and re-elected directors, Logan Duff and Justin Dooley, took the Oath of Office as Directors of the Wright Water and Sewer District.

**ORAL COMMENTS**

HDR informed the board that we are still waiting to hear back from the Office of State Lands and Investments for the ARPA grant agreement. Work with Hot Iron started reviewing submittals. There is now an anticipated construction schedule for the Plant Lift Station Wastewater Screening. Designs and permitting documents are being worked on for RJ-9 Well Drilling. HDR is preparing plans, design report and specifications for the DEQ report which will be ongoing for RJ-2 Pumphouse. Documents are being prepared to advertise for bids on the pump replacement.

**WRITTEN COMMENTS**

There were no Written Comments.

**MINUTES**

A motion was made by J. Bissey and seconded by J. Dooley to approve the minutes of the Regular Business Meeting of April 13, 2023. Motion passed unanimously.

**REPORTS**

The Operating Summary (April), Bank Reconciliation Report (March), Income/Expense Report (March), Balance Sheet (March), and Profit & Loss/Budget vs. Actual Report (March) were presented for the Board’s review. A motion was made by S. Wilson and seconded by K. Eisenbraun 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 for April. Motion passed unanimously.

**OPERATORS’ REPORT**

L. Strohschein gave the operators’ report for the month citing the following specifics:  
Water/Sewer samples good for the month; Several locates due to fiber optics installed throughout town; WEC built pad for RJ-9 using borrow material from road ditches; Backflows are nearly complete; Removed debris from Plant Lift Stations; April was our five-sample month; Maintenance was completed to the fire hydrant on Sundance Court; Repaired RJ-5 Chlorinator stem; L. Strohschein attended Wyoming Rural Water Conference in Casper; Maintenance done on 2011 Ford; Cleaned RJ-7 air relief valve; Helped homeowners with issues on Charcoal Court, Sandcreek Circle and Duffy

## **ELECTION RESULTS**

L. Quiroz reported on the May 2, 2023 election as provided by Melissa Wrigley, acting Election Clerk. Election results were as follows: twenty-nine (29) ballots were cast resulting in twenty-five (25) votes for Justin Dooley, fifteen (15) votes for Logan Duff, twenty-two (22) votes for Keith Eisenbraun, fourteen (14) votes for Brandi Harlow, one (1) write-in vote for L. Strohschein, S. Johnston, D. Souza, B. Rohem, A. Derbonne, and two (2) write-in votes for S. Johnston. J. Dooley, L. Duff and K. Eisenbraun were elected to the Board of Directors.

## **UNFINISHED BUSINESS**

### Approve 2023/2024 Budget

A motion was made by J. Dooley and seconded by J. Bissey to approve the proposed 2023/2024 budget. Motion passed unanimously.

## **NEW BUSINESS**

### Election of Officers

A motion was made by J. Dooley and seconded by J. Bissey to nominate L. Duff as Chairman. Motion passed unanimously.

A motion was made by S. Wilson and seconded by K. Eisenbraun to nominate J. Dooley as Vice Chairman. Motion passed unanimously.

A motion was made by J. Dooley and seconded by S. Wilson to nominate J. Bissey as Secretary/Treasurer. Motion passed unanimously.

### Summer Hires

A motion was made by J. Dooley and seconded by S. Wilson to hire three (3) summer hires. Motion passed unanimously.

### Set/Approve Mill Levy

A motion was made by J. Dooley and seconded by S. Wilson to keep eight (8) mill levies. Motion passed unanimously.

### Portable Meter Usage

A motion was made by J. Dooley and seconded by S. Wilson to change the rates of portable meter usages to \$25/month and \$4 per 1,000 gallons used. Motion passed unanimously.

### RJ-2 Well Pump Replacement

Per the recommendation of HDR, a motion was made by J. Dooley and seconded by S. Wilson to approve the advertisement for bids on the pump replacement.

### Executive Session

At 8:09 p.m. the Board of Directors adjourned to an Executive Session to discuss personnel issues. The Regular Business Meeting reconvened at 8:22 p.m.

### Employee Cost of Living Raises

The board voted to approve a 2% cost of living raise effective July 1, 2023, - excluding temporary employees. No additional action was taken in Executive Session.

## **ANNOUNCEMENTS**

The next Regular Business Meeting of the Wright Water & Sewer District Board of Directors will be held June 8, 2023 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