

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 June 8, 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  
L. Quiroz  
J. Starck  
J. Steele

**ORAL COMMENTS**

HDR informed the board that communication is still ongoing with Hot Iron concerning material and equipment need for the Plant Lift Station Wastewater Screening Project. Anticipated Construction Completion is Spring 2023. RJ-9 Well Drilling – Planning on submitting design and permitting documents to SEO and DEQ this month, with anticipated schedule to drill in 2024. Misc. Services – RJ-2 Pumphouse – Application to DEQ was submitted, well pump replacement was advertised for bids; GIS Updates – Surveying of undeveloped subdivision will be done to document water and sewer service locations; EOG Housing – Will coordinate with EOG as directed for DEQ permitting.

**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 May 11, 2023. Motion passed unanimously.

**REPORTS**

The Operating Summary (May), Bank Reconciliation Report (April), Income/Expense Report (April), Balance Sheet (April), and Profit & Loss/Budget vs. Actual Report (April) 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 J. Dooley and seconded by J. Bissey to approve the checks and warrants for May. 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; Permit was submitted to Powder River Energy to power RJ-2; IB mixer was pulled and replaced drive shaft due to rags; Rasmussen working on firewall for the office; Trouble shoot air compressor in shop; Cleaned debris from repair work on Yellowstone; Picked up electrical motor from L&J Repair; Installed blower motor on 2B aerator; All curb-stops have been exercised South of Town; Call out on RJ-8 and a sewer main blockage on Wright Blvd; Jetted manhole on Sheridan Crt. toward Wright Blvd, mainlines along Hwy 387 from pond to Mall, all of Yellowstone Cir. and Haycreek; Vac truck was used to remove roots from manhole on Sweetwater; Two summer hires started working; Cleaned contact chamber with vac truck; Chlorine and sodium bisulfite was delivered; Curb-stop was lowered on Willow Creek; Programmed MXU at two residences; Backflow was repaired on Richfield and spent 3 ½ days trying to locate curb-stop with vac truck with no avail.; Maintenance was done on Shop gate; Plant lift station has been cleaned five times due to excessive debris; Sidewalks at Sundance Crt. and Summer Crt were prepped and poured concrete; Six "no reads" for monthly meter reads during billing; Curb-stop on Sandcreek Cir. was replaced and topsoil and grass replanted; T.Candelario's last day was May 31<sup>st</sup>; Rasmussen is determining if the GIS is compatible with employee cellphones; Tore down fence at RJ-2; MSDS sheets were updated; Mowed at RJ-2, office and RV lift station; Nineteen door-knockers; New PC was ordered for the computer at the New Tank; Re-seeded yard on Sundance Court; Asphalt was prepped and squared up for patch work to be done at Summer Crt. and Yellowstone Cir.; Summer hire has been assisting in the office with lead and copper inventory as well as back-flow testing records; Sprayed around lagoons and office;

## **UNFINISHED BUSINESS**

There was no Unfinished Business

## **NEW BUSINESS**

### Award Bid for 2023 RJ-2 Well Pump Replacement

After a brief discussion, a motion was made by J. Dooley and seconded by J. Bissey to award the bid for the RJ-2 Well Pump Replacement to Red Tiger Well Service, Inc.

### Approve Legal Service Proposal

After a brief discussion, a motion was made by J. Dooley and seconded by K. Eisenbraun to accept the Legal Service Proposal from Lubnau Law to be the legal attorney to represent the Wright Water & Sewer District as needed.

### Executive Session

At 7:55 p.m. the Board of Directors adjourned to Executive Session to discuss personnel issues. Each employee was individually evaluated and an Employee Performance Review wage increase was given accordingly. The Regular Business Meeting reconvened at 8:26 p.m.

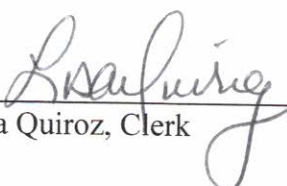
## **ANNOUNCEMENTS**


The Public Hearing/Final Budget Approval Meeting will be July 13, 2023, at 6:30 p.m. at the District Office.

The next Regular Business Meeting of the Wright Water & Sewer District Board of Directors will be held July 13, 2023 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 J. Dooley to adjourn. Motion passed unanimously. The meeting adjourned at 8:36 p.m.

  
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Lisa Quiroz, Clerk

  
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Logan Duff, Chairman