

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 October 12, 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. Bissey  
K. Eisenbraun  
S. Wilson

OTHERS PRESENT: L. Strohschein J. Starck  
J. Steele  
L. Quiroz  
M. Hensley

**ORAL COMMENTS**

Plant Lift Station Wastewater Screening

The contractor has completed most of the site work including concrete pad, concrete road paving and fencing. Some electrical work may be completed before shut down until screening unit arrives. Change Order No. 2 – Additional Site Fencing, was discussed; October milestone for all work except screening unit installation – milestone reached. Anticipated completion is Late Winter2023/Spring 2024.

RJ-9 Well Drilling

We have received the DEQ permit to construct RJ-9 Well Drilling, With an estimated construction cost of \$2.25 million. Proceed with bidding. Anticipated Drilling Schedule will be in 2024.

Miscellaneous Services

Design Standards and Ordinances-no update. Online configuration is continuing with ArcGIS Organization to import data and information not captured in current GIS.

**WRITTEN COMMENTS**

There were no Written Comments.

**MINUTES**

A motion was made by S. Wilson and seconded by K. Eisenbraun to approve the minutes of the Regular Business Meeting of September 14, 2023. Motion passed unanimously.

**REPORTS**

The Operating Summary (September) was presented for the Board’s review. A motion was made by J. Bissey and seconded by K. Eisenbraun to accept the reports as presented. Motion passed unanimously. The Bank Reconciliation Report, Income/ Expense Report, Balance Sheet, and Profit & Loss/Budget vs. Actual Report will be completed and accepted after September’s interest is posted to the WYO-STAR account.

**CHECKS AND WARRANTS**

A motion was made by K. Eisenbraun and seconded by S. Wilson to approve the checks and warrants for September. Motion passed unanimously.

## **OPERATORS' REPORT**

L. Strohschein gave the operators' report for the month citing the following specifics: Water/Sewer samples tested good for the month; Finished Summer yard maintenance; Cleaned Plant Lift Station pumps; Replaced stem and seal on both valves at Brittney loadout; Finished laying base around Headworks Project; Installed MXU on residency; Installed new meter top at Rec Center, AG Complex and Gunner Rd; PSI check for sprinkler system on Willowcreek; Ran camera at Willowcreek location to check tap for blockage; Yearly internal audit in progress; Chlorine and sodium bisulfate were delivered; Assisted Headworks Project contractors with parking-lot grading, concrete and electrical gate; Replaced timing module due to no connection for RJ-3; Hydrant flushing; Located electric and gas with vac truck; Seven meters had minor issues during monthly meter reading; Rewired heater in loadout and ran conduit for gate opener and powered key pad pedestal; Replaced curb stop, rod and box on Richfield and hooked up old 1 ½" line to property; Had to modify an existing light pole to work for the screening unit; 19 Door knockers, 4 final reads, and multiple locates.

## **UNFINISHED BUSINESS**

There was no Unfinished Business

## **NEW BUSINESS**

### Plant Lift Station Wastewater Screening Project

A motion was made by J. Bissey and seconded by K. Eisenbraun to approve the Change Order No. 2 - Hot Iron - Plant Lift Station Wastewater Screening Project. Motion passed unanimously.

### RJ-9 Well Drilling

A motion was made by J. Bissey and seconded by S. Wilson to further discuss the RJ-9 Well Drilling project in 2024. Motion passed unanimously.

### Review WWSD By-Laws

### Tap Fees

A motion was made by S. Wilson and seconded by K. Eisenbraun to eliminate financing options for tap fees with the WWSD. All tap payment agreements will be required to be paid in full before any and all equipment is issued. All terms and conditions of the tap payment agreement must be met. Motion passed unanimously.

### High Hazzard Connection

A motion was made by K. Eisenbraun and seconded by J. Bissey to change the 6-month installation of the backflow prevention device to an immediate installation of the backflow prevention device. Motion passed unanimously.

### Questions for New Truck

A motion was made by S. Wilson and seconded by K. Eisenbraun to approve the changes of the new District Truck purchase from an extended cab to a 4 door. Motion passed unanimously.

## **ANNOUNCEMENTS**

The next Regular Business Meeting will be held November 9, 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 S. Wilson to adjourn. Motion passed unanimously. The meeting adjourned at 8:04 p.m.