

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 January 11, 2024 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
R. Kingan
L. Quiroz
M. Hensley

ORAL COMMENTS

Town of Wright

Ralph Kingan, Mayor, addressed the Board concerning water and sewer services on prospective plans of a new housing development at the old Riding Roping Club property.

Plant Lift Station Wastewater Screening

The Wastewater Screening Project anticipated construction schedule is January/ February 2024 with the expected arrival of the screening unit and installation upon delivery. Some electrical installations have taken place over the last month including the main control panel.

RJ-9 Well Drilling

The RJ-9 Well Drilling is now on hold and the design and construction service agreement with HDR is closed.

Miscellaneous Services

GIS Improvements are still being made such as, identifying and importing missing information. Projects completed over the last 10+ years are being collected and updated as information is provided. Also, including additional attributes to better suit the districts need.

WRITTEN COMMENTS

There were no Written Comments.

MINUTES

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

REPORTS

The Operating Summary (December) was 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. The Bank Reconciliation Report, Income/ Expense Report, Balance Sheet, and Profit & Loss/Budget vs. Actual Report will be completed and accepted after December's interest is posted to the WYO-STAR account.

CHECKS AND WARRANTS

A motion was made by S. Wilson and seconded by K. Eisenbraun to approve the checks and warrants for December. 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; Sodium bisulfite and chlorine were delivered to both water tanks; Hydrovac truck was used at local business, two valve boxes were repaired and rock was leveled to access the manhole; GPS was verified with all manhole locations on GIS; Electrical panels and overhead lights were installed on the Plant Lift Station Headworks Project; Seals were replaced on #1 Plant Lift Station pump; Aerator/Mixer support cables were tightened in the sewer ponds and debris build-up was removed; Plant Lift Station Wet Well was cleaned with the hydrovac truck and debris was hauled to Gillette; Sewer truck was reprogramed due to speed parameters being off; After issues with RJ-7, found the pump to be bad; Well tests were started and completed; Pump case oil was changed and new site glass for oil reservoir was installed at the RV and Plant Lift Stations; Due to communication problems with RJ-5, RJ-6 and RJ-2 and the Lift Stations, the command link switch at RJ-6 was replaced; Six locates, one freeze plate, one new EMR, seven no-reads on billing day and delivered 21 door-knockers.

UNFINISHED BUSINESS

Discuss Bid for 2024 Ford Truck

NEW BUSINESS

Approve Official Depositories for 2024

A motion was made by J. Bissey and seconded by K. Eisenbraun to appoint Bank of the West, Pinnacle Bank, Wyoming State Treasurer's Asset Reserve (WYO-STAR), and Chase Paymentech (Xpress Bill Pay) as the official depositories for the Wright Water & Sewer District for 2024. Motion passed unanimously.

Approve Official Newspaper for 2024

A motion was made by S. Wilson and seconded by J. Bissey to appoint the Gillette News Record as the official newspaper for the Wright Water & Sewer District for 2024. Motion passed unanimously.

Approve Identity Theft Prevention Program

After reviewing the current Identity Theft Prevention Program and finding no need for changes to the existing policies and procedures, a motion was made by K. Eisenbraun and seconded by S. Wilson to leave the program as is, with the exception of updating signatures. Motion passed unanimously.

ANNOUNCEMENTS

The next Regular Business Meeting will be held February 8, 2024, 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 K. Eisenbraun to adjourn. Motion passed unanimously. The meeting adjourned at 8:31 p.m.



Lisa Quiroz, Clerk



Logan Duff, Chairman