

STATE OF WYOMING )  
 ) ss.  
COUNTY OF CAMPBELL )

WRIGHT WATER & SEWER DISTRICT  
MINUTES

The Board of Directors of the Wright Water & Sewer District held their Regular Business Meeting March 14, 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. Dooley  
J. Bissey  
S. Wilson

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

**ORAL COMMENTS**

J. Deobald was in attendance requesting that the board consider waiving his sewer excess usages charges. This item was moved to New Business.

Plant Lift Station Wastewater Screening

The Wastewater Screening Project unit has been installed and start-up is scheduled for mid-April. Anticipated construction should be mid to late April for final completion. Miscellaneous Services Information from completed projects over the last 10+ years will be added to the GIS database. We will be monitoring potential funding opportunities included on the SRF Intended Use Plan 2025 Funding Priority List. Provided information for cost estimate to Paintbrush Services for video inspection on existing sanitary sewer mains. HDR is helping to compile as much information for compliance with the EPA lead service survey.

**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 February 8, 2024. Motion passed unanimously.

**REPORTS**

The Operating Summary (February), Bank Reconciliation & Income/Expense Report (January & February), Balance Sheet & Profit & Loss/ Budget Vs. Actual Report (January & February) were presented for the Board's review. A motion was made by J. Bissey and seconded by S. Wilson 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 February. 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; The hydro-vac truck was used to clean the wet well at the Plant Lift Station and hauled debris to Gillette; Cleaned rags from #1 pump; Finished all electrical on screen unit; Inspected sewer manholes; Potential new business asking about water tap; Finished setting up SCADA for Headworks; Received two bids on RJ-7 and pump and motor were ordered; Received 2023 Consumer Confidence Report; Representative from Rural Water Association stopped by to discuss different matters affecting the water industry; Hawkins delivered Sodium Bisulfite; Shutoff valve and piping were replaced on the south side Brittney load out; Road maintenance at load outs; Installed new parts on sliding front gate; Installed new ID Signs at all well locations; J.Steele renewed his DOT certification; Due to weather, truck and equipment maintenance were completed; Working with our engineer on Intended Use Plan for future grants; Sanitary Survey results received from EPA – working on the minimal corrections needed at this time; Replaced solenoid at RJ-8; One emergency locate for collapsed sewer line; Installed one new tap; Turned water on at multiple locations; Replaced two measuring chambers; Replaced one freeze plate, five shut-offs, four final reads, 16 door-knockers and one locate.

## UNFINISHED BUSINESS

### 2024 Ford Truck

Continued discussion on a 2024 Ford Truck for the District. No additional action was taken.

## NEW BUSINESS

### Appoint WY Rural Water Voting Delegate

A motion was made by S. Wilson and seconded by J. Bissey to appoint L. Strohschein as the District's voting delegate for the annual Wyoming Association of Rural Water Systems meeting to be held in April. Motion passed unanimously.

### Summer Hire (s)

A brief discussion was held concerning the number of employees to hire for the summer, as well as the starting wage. A motion was made by J. Dooley and seconded by J. Bissey to hire a minimum of one summer hire starting with a minimum wage of \$16.00/ hour. The District will advertise locally and the Operations crew will take care of the interviews/hiring. Motion passed unanimously.

### Approve Sewer Surcharge Credit – J. Deobald

After a brief discussion, a motion was made by J. Dooley and seconded by J. Bissey to credit J. Deobald's account for the sewer surcharge from the February billing. Motion passed unanimously.

At 8:10 p.m. the Board of Directors adjourned to Executive Session to discuss personnel matters. The Regular Business Meeting reconvened at 8:17 p.m.

### Approve Employee Evaluation Raise – M. Hensley

Chairman L. Duff announced that M. Hensley would receive an employee evaluation raise of \$2.00/hour effective immediately. No additional action was taken.


## ANNOUNCEMENTS

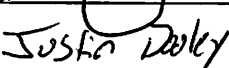
The next Regular Business Meeting will be held April 11, 2024, at 7:30 p.m. at the District Office.

## ADJOURNMENT

With no further business to discuss, a motion was made by S. Wilson and seconded by J. Dooley to adjourn. Motion passed unanimously. The meeting adjourned at 8:18 p.m.

  
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Lisa Quiroz, Clerk

  
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Logan Duff, Chairman

  
Justin Dooley, Vice Chairman