

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 9, 2025 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
S. Wilson

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

ORAL COMMENTS

Bennett, Weber & Hermstad, LLP

R. Gemar gave a brief overview of the 2023/2024 Financial Statements/Audit as compiled by Bennett, Weber & Hermstad, LLP.

Plant Lift Station Wastewater Screening Unit Project

Record drawings have been provided for final review.

Miscellaneous Services

- Tank Roof Replacement and Coating - Conceptual project estimates and submission deadlines were discussed.
- Sanitary Sewer Line Video conceptual project estimate has been prepared and total project cost was discussed. Sewer video is being transferred to the District server when available.
- Big D Sewer Replacement – Documents and record drawings will be prepared to close out the permit to construct.
- Sand Separators – Quotes for the separators were obtained and the options were discussed to reduce sediment in the tanks and water distribution lines.

AC Waterline Replacement

The design has been underway, and are now planning to submit a preliminary set of drawings in January.

RJ-9 Well Drilling

Multiple budgetary drilling numbers were discussed

WRITTEN COMMENTS

There were no Written Comments.

MINUTES

A motion was made by S. Wilson and seconded by J. Bissey to approve the minutes of the Regular Meeting of November 14, 2024. Motion passed unanimously.

A motion was made by S. Wilson and seconded by J. Bissey to approve the minutes of the Regular Meeting of December 12, 2024. Motion passed unanimously.

REPORTS

The Operating Summary (November and December), Bank Reconciliation & Income/Expense Report (November) and the Balance Sheet & Profit & Loss/ Budget Vs. Actual Report (November) 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 J. Bissey and seconded by S. Wilson to approve the checks and warrants for November and December. Motion passed unanimously.

OPERATORS' REPORT

L. Stroschein gave the operators' report for the month citing the following specifics: Water and sewer samples were good for the month; Changed 3" valve at shop loadout; Completed maintenance service to 2022 Ford Truck; Customer inquired of additional tap on Richfield Crt; Manholes were inspected at Fishing Pond, Sandcreek Circle, Sundance Circle, Sweetwater Circle and Cambria Court; Plant lift station screening unit was reset due to low level sensor. Inflow box and sensor was cleaned; Customer was informed their sewer blockage was in their service line side; External hard drive was purchased to store camera coverage from the sewer main; External water was plumbed in to the Screening Unit for maintenance services; Cleaned filters at all wells that have them; Installed new battery, tires and door cylinder on the skid steer; Seven meters were repaired on meter read day; Customer called with sewer blockage and found tree roots in their service line; Chlorine cylinders were changed at the Old Tank; Water main leak on the a/c pipe was isolated across from Rec Center; Visionary requested permission to add to the existing tower inside of the Old Tank yard; Snow removal; Started 24-hr yearly well test for the State Engineer's Office; Three final reads; Replaced one freeze-plate; Sixteen door knockers; Multiple locates; Three shut-offs.

UNFINISHED BUSINESS

RJ-9 Drilling

RJ-9 Drilling was presented to the Board and after a brief discussion was tabled until further discussion.

NEW BUSINESS

Approve 2023/2024 Financial Statements/ Audit

A motion was made by S. Wilson and seconded by J. Bissey to approve the 2023/2024 Financial Statements as prepared by Bennett, Weber & Hermstad, LLP. Motion passed unanimously.

Approve Official Depositories for 2025

A motion was made by J. Bissey and seconded by S. Wilson to appoint 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 2025. Motion passed unanimously.

Approve Official Newspaper for 2025

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 2025. 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 S. Wilson and seconded by J. Bissey to leave the program as is, apart from updating signatures. Motion passed unanimously.

Approve Big D Sewer Main Replacement Invoice

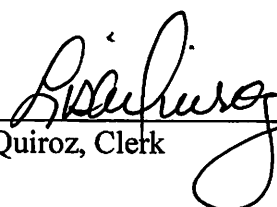
After a brief discussion, a motion was made by J. Bissey and seconded by S. Wilson to accept and pay the \$8,000.00 invoice billed from Hot Iron Inc. for the Big D Sewer Main Replacement.

ANNOUNCEMENTS

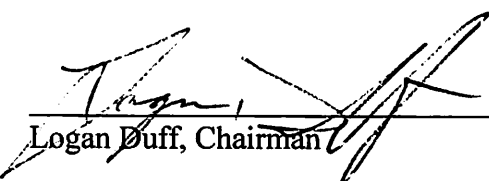
The next Regular Business Meeting will be held February 13, 2025, at 7:30 p.m. at the District Office.

ADJOURNMENT

With no further business to discuss, a motion was made by S. Wilson and seconded by J. Bissey to adjourn. Motion passed unanimously. The meeting adjourned at 8:44 p.m.



Lisa Quiroz, Clerk



Logan Buff, Chairman