

**CENTRAL WYOMING REGIONAL WATER SYSTEM
JOINT POWERS BOARD**

MEETING PROCEEDINGS

March 19, 2024

A public meeting of the Central Wyoming Regional Water System Joint Powers Board (Board) was held Tuesday, March 19, 2024, at 11:30 a.m., in the Joint Powers Board Conference Room, Regional Water Treatment Plant, 1500 SW Wyoming Boulevard, Casper, WY.

Board Members Present - Chairman Bertoglio, Vice-Chairman North, Secretary Waters, Treasurer Cathey, and Board Members Aars and Pollock. Board Members Pacheco and Sabrosky were absent.

City of Casper – Bertoglio, Cathey, Pollock, Bruce Martin, Mark Anderson, Andrew Colling, Janette Brown

Natrona County – North

Salt Creek Joint Powers Board – Aars

Wardwell Water & Sewer District –

Pioneer Water & Sewer District – Waters

Poison Spider Improvement & Service District –

Wyoming Water Development Office -

Sandy Lakes Estates –

Lakeview Improvement & Service District -

33 Mile Road Improvement & Service District –

Mile-Hi Improvement and Service District –

Central Wyoming Groundwater Guardian Team (CWGG) –

Others — Charlie Chapin – Williams, Porter, Day & Neville, P.C.; Steven Clark – Town of Bar Nunn; Jessica Reynolds

The Board meeting was called to order at 11:31 a.m.

1. There were no Announcements.
2. Chairman Bertoglio asked for a motion to approve the minutes from the February 27,

2024, Regular meeting. A motion was made by Vice-Chairman North and seconded by Treasurer Cathey to approve the minutes from the February 27, 2024, Regular meeting. Motion put and carried.

3. Mr. Martin stated that three additional vouchers were added to the listing that was sent out in the agenda packet. Mr. Martin asked the Board to reference the voucher listing on the screen.

Mr. Martin stated that voucher 8666 for Immense Impact, LLC is for the annual subscription for the RWS website.

Mr. Martin stated that voucher 8669 for CNA Surety is for the Treasurer Officer Bond.

Mr. Martin stated that voucher 8670 for DOI/BLM is for the Right of Way rental for the Pioneer Tank. Mr. Martin stated that this is an annual fee per the agreement.

Mr. Martin stated that vouchers 8671 and 8672 for DXP Enterprises, Inc. are for the Morad Recharge Pump that was rebuilt.

Mr. Martin stated that voucher 8673 for Dynamic Controls Inc. is for the WTP HVAC Chiller Valve Replacement. Mr. Martin stated that this project has been completed.

Mr. Martin stated that the vouchers are in good order and recommended approval of vouchers 8666 through 8673 in the amount of \$324,986.28.

A motion was made by Secretary Waters and seconded by Board Member Pollock to approve the March 2024 voucher listing to include voucher numbers 8666 through 8673 in the amount of \$324,986.28. Motion put and carried.

4. Mr. Martin asked the Board to reference the Water Production chart on the screen. Mr. Martin stated that there were 159 MG of water produced in February, which is 8 MG above the five-year average of 151 MG.

Mr. Martin stated that the fiscal year-to-date water production was 2.51 BG, which is 117 MG below the five-year average of 2.63 BG. Mr. Martin stated that with the last couple of months production above average, production is creeping up to average for the year. Mr. Martin stated that he hopes that by the end of the fiscal year, production is average.

Mr. Martin asked the Board to reference the Comparative Income Statement on the screen.

Mr. Martin stated that Water Utility Charges year-to-date are currently \$5,795,422, compared to \$6,158,153 last year, which is approximately \$363,000 less than last fiscal year and correlates with the below average water sales.

Mr. Martin stated that Reimbursable Contract Expense is \$2,579,227, which includes February expenses. Mr. Martin stated that this line item is approximately \$152,000 more than last year due to the timing of chemical purchases, but it is where it was expected to

be at this time of the Fiscal Year.

Chairman Bertoglio asked for a motion to approve the February 2024 Financial Report as presented. A motion was made by Secretary Waters and seconded by Vice-Chairman North to approve the February 2024 Financial Report as presented. Motion put and carried.

5. Mr. Martin stated that the WTP Manager position has not been filled yet so he will present the WTP Operations Update.

Mr. Martin stated that we are in the process of interviewing for the WTP Manager position, so hopefully by the meeting next month he will have an update for the Board.

Mr. Martin stated that interviews for the open Operator position are taking place, and he should have an update for the Board at the next meeting.

Mr. Martin stated that the vacant Administrative Assistant position should be advertised this week.

Mr. Martin stated that the contractor planned to be on site the week of March 4th for the WWDC contract for Well Rehabilitation. Mr. Martin stated that was delayed to this week, and they showed up yesterday afternoon. Mr. Martin stated that they started on Morad 6, Morad 2, and Casper 19, so hopefully we'll see a good recovery on those wells. Mr. Martin stated that it will probably be a three-week process to get through these three wells.

Mr. Martin stated that Xylem has been on site doing the annual service on some ozone generator issues. Mr. Martin stated that they calibrated the monitors, and right after that, only one generator worked. Mr. Martin stated that they came back on site and got another one working, and two others need parts. Mr. Martin stated that they are working as quickly as they can to get all the ozone generators in service.

The time was turned over to Mr. Anderson for the Transmission System Update.

Mr. Anderson stated that the weekly security checks and tank sampling continue to be completed each week.

Mr. Anderson stated that the system chloramine residuals are good right now. Mr. Anderson stated that they had the Operators lower the residual since the water is colder and has not affected the chloramine residuals.

Mr. Anderson stated that staff checked all the non-draining fire hydrants. Mr. Anderson stated that there is probably one more month of doing these checks.

Mr. Anderson stated that the ARV's that were on order for the Crosstown Pipeline finally arrived so crews will start installing or replacing the old ones with the new ARV's.

Mr. Anderson stated that the annual inspections and testing of the RWS backflow devices

are in progress.

6. In Public Comment, Ms. Jessica Reynolds stated that she lives just outside of the 33 Mile Improvement and Service District and requested annexation and a water tap. Ms. Reynolds stated that they are currently hauling water and would like the Board to reconsider approval for them to tap into the system.

Chairman Bertoglio stated that the request to connect to the system was denied as their property is outside the RWS service area. Chairman Bertoglio stated that the next item on the agenda to be discussed will hopefully resolve that.

7. In Old Business:

- a. Mr. Martin stated that the request from 33 Mile Improvement and Service District to enlarge their service area brought up the discussion of updating and expanding the RWS Service Area Map. Mr. Martin stated that it was decided to take a holistic look at the service area and not just that one little area, so if this pops up in the future, we won't have to go through the same thing again.

Mr. Martin asked the Board to reference the map on the screen. Mr. Martin stated that the map shows the existing service area, and the tan area is the proposed expansion of the service area.

Chairman Bertoglio asked if when the map is sent to the State if it will just show the proposed service area. Mr. Martin stated that is correct. Mr. Martin stated that the service area was straightened along section lines. Mr. Martin stated that staff also considered pressure zones and service elevations when determining the service area expansion. Mr. Martin stated that just because the area is proposed doesn't mean it will automatically be served as the Wholesale Entities still have to request enlargement of their system from the Board. Mr. Martin asked for Board comments if they would like to see something different on the map.

Mr. Martin stated that he shared the proposed service area map with Mr. Stump, and he did not see any issues. Mr. Martin stated that once the Board agrees on what the proposed service area should be, the legal description will be updated and included with the map submittal to the State. Mr. Martin stated that this service area enlargement request will go straight to the State Engineer and will not have to go to the Board of Control for approval.

Chairman Bertoglio asked why more of the area north of the Sandy Lake Estates area was not included. Mr. Martin stated that without major improvements, we will not be able to serve that area.

Chairman Bertoglio asked if just the service area will be on the map and not the municipal boundaries. Mr. Martin stated that is correct. Mr. Martin stated that the map and the legal description of the new proposed service area will be submitted to the State.

Chairman Bertoglio stated that there has been some discussion of building a water fill station off Ormsby Road, and asked if it will affect the service area map. Mr. Martin stated that it will need to be included on the service area map. Mr. Martin stated that would have to be a tap off the Salt Creek waterline, so it would have to be approved by the Salt Creek Joint Powers Board and would have to be shown on the service area map. Vice-Chairman North stated that Midwest and Edgerton were talking about doing a tap for a fill station while they were changing out the waterline. Vice-Chairman North stated that the fill station is being discussed to service the Antelope Hills area, BB Brooks area, Ormsby Road, and Homa Hills. Chairman Bertoglio asked that a point be included on the service map and in the legal description for the fill station area just to cover it.

Chairman Bertoglio asked from a DEQ standpoint if they would permit for the fill station tank. Mr. Martin stated that DEQ would have to issue permits for the fill station.

Secretary Waters informed Board Member Aars that a tour could be arranged for the Pioneer fill station, so they could see how it is set up. Secretary Waters stated that the only problem Pioneer is having now is that it has been in service for so long that parts are starting to break.

Chairman Bertoglio asked when the updated service area map would be submitted to the State. Mr. Martin stated that if the Board approves, after the area for the fill station is added, and after the legal description is reviewed for accuracy, it will be submitted to the State.

Board Member Aars stated that there will be a meeting of the Salt Creek Joint Powers Board tomorrow, and she will get more information on the fill station location at that time. Board Member Aars stated that she will get the information to Mr. Martin as soon as possible.

Mr. Martin informed the Board that he is unsure if the State will require a resolution approved by the Board, or if a letter from the Chairman will suffice for their requirements.

A motion was made by Board Member Pollock and seconded by Vice-Chairman North to approve the proposed service area map as presented with the addition of the Salt Creek fill station area be submitted to the State Engineer. Motion put and carried.

- b. Mr. Martin stated that when the request for service for 5248 33 Mile Road and the enlargement of the 33 Mile service area was received, the property was outside the service area of Regional Water and could not be served. Mr. Martin stated that now that the Board has approved the service area enlargement to be submitted to the State, this request is being brought back to the Board for consideration.

Chairman Bertoglio stated it was initially thought this was a problematic issue and

would take considerable time and have to go before the Board of Control for approval. Chairman Bertoglio stated that now that we know it only has to go to the State Engineer for approval, it is not such a big issue. Chairman Bertoglio stated that he suggested the Board approve the expansion of the 33 Mile District and tap for the request that was made.

Board Member Pollock asked if this property will now be in the Board's service area once the updated service area map has been approved by the State Engineer. Chairman Bertoglio stated that is correct, it will be in the Board service area.

Chairman Bertoglio asked if a motion is needed to approve this request. Mr. Martin stated that a motion will be needed, and a letter will need to be signed and sent to Crowley Fleck, who will forward the request to the County Commissioners for approval to expand the 33 Mile District.

A motion was made by Secretary Waters and seconded by Vice-Chairman North to approve the 33 Mile Road Improvement and Service District enlargement and provide service to 5248 33 Mile Rd. Motion put and carried.

c. There was no Other Old Business.

8. In New Business:

a. Mr. Martin stated that when the Mountain View Tank was inspected, it revealed significant damage to the interior columns and roof. Mr. Martin stated that \$1.5 M was included in the FY24 Budget to replace the roof and column structures on this tank. Mr. Martin asked the Board to reference the photos of the inside of the tank on the screen. Mr. Martin stated that Salt Creek Tank, who did the inspection, recommends replacing the columns and roof of the tank due to severe corrosion.

Chairman Bertoglio asked how big the tank is. Mr. Martin stated that the tank is a 700,000-gallon tank.

Chairman Bertoglio asked what the cost would be for a new tank. Mr. Martin stated that the cost for Tower Tank was approximately \$1.5 M.

Secretary Waters asked if the Mountain View Tank is the same age as the Pioneer Tank. Mr. Anderson stated that he is unsure, but the Pioneer tank looked really good when it was inspected. Mr. Anderson stated that the tanks are inspected about every five years. Mr. Martin stated that he believes the coating system on this tank failed and wasn't caught quickly enough.

Chairman Bertoglio stated that the reason he asked is a new tank versus fixing the old tank is sometimes better. Mr. Colling stated that was considered when the Backwash Tank roof was replaced. Mr. Colling stated that the Backwash Tank was approximately \$1 M. Mr. Colling stated that it could be looked at with this tank. Chairman Bertoglio asked that the consultants look at the benefit analysis of

replacing the tank versus repairing the existing tank.

Mr. Martin stated that proposals were requested from qualified consultants to provide engineering design and construction administration services for the project. Mr. Martin stated that City staff received one proposal from Civil Engineering Professionals, Inc. (CEPI).

Mr. Martin stated that the Agreement with CEPI consists of providing engineering services to include the preparation of bid design and bid documents, assisting with the bid process, and overseeing the rehabilitation work. Mr. Martin stated that CEPI could be asked to look at the cost analysis of a new tank versus repairs.

A motion was made by Secretary Waters and seconded by Treasurer Cathey to approve the agreement with Civil Engineering Professionals, Inc. for engineering services, design, and construction administration for the Mountain View Water Storage Tank, Project No. 24-012, in the amount of \$122,000.00. Motion put and carried.

- b. Mr. Martin stated that typically, the Board reviews the preliminary Capital Projects for the upcoming fiscal year in March, the preliminary Operations budget in April, and the preliminary wholesale water rate in May, then in June the Board approves budget and rate.

Mr. Martin reviewed the Preliminary FY25 Capital Projects with the Board as follows:

- FY25 Equipment Replacement - \$200,000 – annual amount for unanticipated critical equipment failures.
- FY25 Well Rehabilitation - \$1,000,000 – money is set aside every year for well rehabilitation. It is expected that recommendations will be given by WWDC according to the Wellfield Plan.
- Security Upgrades - \$40,000 – based on facility assessment by the Police Department.
- FY25 Turbidimeters - \$40,000 – annual replacement of bad turbidimeters.
- FY25 Filter Media Replacement - \$100,000 – One was budgeted for in FY24, looking to do one a year. The process was started, then PFAS testing started, testing showed no PFAS, so we don't have to upgrade to activated carbon filters.
- GW Ozone Contactor Pipe - \$750,000 – lining of the concrete pipe to mitigate leaks. May hold off on the FY24 project and do both FY24 and FY25 at the same time to take advantage of economy of scale.
- Gravity Filter Valve Replacement - \$150,000 – critical replacement of some of the valves that are in various stages of failure.
- Sodium Hypochlorite Tank - \$80,000 – Inspection revealed bad interior – reline to extend the life of the tank 8 – 10 years. The tanks are in an area where the building was built around them so they would have to be cut up to remove. The lining can be done two to three times.

- Sand Pump Replacements - \$30,000 – may take out – generally annual amount to replace failed sand pumps. Have been able to rebuild three sand pumps, and there are two on the inventory shelf.
- Pioneer Booster Electrical - \$150,000 – MCC replacement of failed equipment - beyond its original life.
- Raw Water Building - \$500,000 – design only, major work will need to be done so will look at SRF loan for construction.
- Well Pump Replacements \$140,000 – replacement pump purchases.

Mr. Martin stated that the total Preliminary FY25 Capital Budget is \$3,180,000 and is on track with the most recent approved rate model. Mr. Martin stated that this is a preliminary look at the Capital, and any revisions will be discussed at a later meeting.

Secretary Waters asked how often the water tanks are inspected. Mr. Anderson stated that they are inspected every five years, EPA says to inspect them up to every ten years. Mr. Anderson stated that tanks with known problems are inspected every three years.

Secretary Waters asked if there is justification to shorten the inspection cycle to three years just so we don't end up with a tank like the Mountain View Tank. Secretary Waters stated that he was shocked by how much damage is in that tank. Mr. Anderson stated that he doesn't think it was a lack of years, he thinks it was not inspected properly the last time it was inspected, no one looked up. Mr. Anderson stated that policy has been changed to where Mr. Colling comes out on tank inspections, as he is NACE certified in coatings.

Chairman Bertoglio stated that a large portion of the new UV system involves the Ozonation system, and asked if any of these projects will be directly affected or could be combined with the UV system. Mr. Martin stated that there is not as the UV project will mainly focus on the ozone generators and the addition of the UV system. Mr. Martin stated that the ozone generators will be the biggest portion of the project. Mr. Martin stated that in the past there have been ozone cooling water pumps and ozone monitors, those kinds of things have been pulled out of Capital as they will be included in the larger UV project.

Mr. Martin stated that next month the Board will review the Preliminary Operations Budget and any revisions to the Capital Budget will be included and reviewed with the Board at that time, with a final review in June.

- c. Mr. Martin stated that this is the time of year when we look at the snowpack to see if there will be any calls on the river. Mr. Martin asked the Board to reference the snowpack map on the screen which was from a week ago. Mr. Martin stated that the Upper North Platte Basin, Lower North Platte Basin, and Sweetwater areas are what we are concerned with as that is where our water comes from. Mr. Martin brought up the latest map and stated that after this last storm, snowpack percentages have improved. Mr. Martin stated that winter is not over yet, and

usually the Spring storms have a lot of moisture in them. Mr. Martin stated that the Bureau of Reclamation put out that it is not anticipated that an administrative call will be placed on the river in April. Mr. Martin stated that hopefully, we will get more snow out of these upcoming storms.

Chairman Bertoglio asked if staff is still looking into a storage right for Upper Rock Creek Reservoir (URCR). Mr. Martin stated that staff is still working on an Exchange Petition for URCR, which will allow for water to be release and stored in a different reservoir and used when needed. Chairman Bertoglio stated that he thinks that an Exchange Petition has to be approved by Congress as he doesn't think that the Bureau of Reclamation can do it administratively. Mr. Martin stated that for what we are doing it only has to be approved by the Board of Control. Chairman Bertoglio stated that he thought that anything on the North Platte River that goes into any of the reservoirs has to have a Federal Act. Mr. Martin stated that if the Bureau of Reclamation is going to change anything, it would be a Congressional Act, but for an exchange type of thing, we're hoping it will just be the Board of Control. Chairman Bertoglio asked if it is just like an exchange during irrigation season. Mr. Martin stated yes. Mr. Martin stated that our main concern is that like right now we can't make releases because it is frozen up there, so our thought is if there is a call on the river and we wanted to use the URCR water but couldn't make the physical release, that we could use water from another reservoir and replace it when we are able to release water from URCR.

d. Ms. Brown distributed the Financial Disclosures to the Board. Ms. Brown stated that the Financial Disclosures are required every year and must be signed in open session. The Financial Disclosures were signed by the Board Members in attendance at this meeting during open session.

e. In Other New Business:

i) Mr. Martin stated that there will be a meeting tomorrow to discuss revisions to the Joint Powers Board Agreement. Chairman Bertoglio stated that the meeting will be at 10:00 am in the Board Conference Room. Chairman Bertoglio stated that Vice-Chairman North and Secretary Waters will be in attendance, and asked Board Member Aars if she would like to attend. Board Member Aars stated that she is unable to attend the meeting. Chairman Bertoglio stated that they will review the current agreement and bring highlights of needed revisions to the next Board meeting.

ii) Secretary Waters asked how the vote came out from last month. Chairman Bertoglio asked if Secretary Waters was asking about the quorum question, and asked Mr. Chapin if he had a chance to look into this. Mr. Chapin stated that he had not. Chairman Bertoglio stated that there were four approvals, one against, and one abstention on the vote and the question is if the Board needed five approvals, a quorum majority of the Board, or a majority of the quorum in attendance.

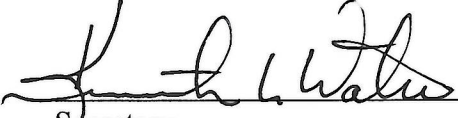
Secretary Waters asked if the Board would go forward as if the vote passed. Chairman Bertoglio stated that the Board would move forward as if the vote passed, while Mr. Chapin researches the answer. Chairman Bertoglio stated that if it comes up, the Board can reconsider the vote. Chairman Bertoglio stated that what is holding us up going to the State right now, is no matter if it would have to be reconsidered, we still would have to make changes to the Agreement. Chairman Bertoglio stated that if it comes up it can be reconsidered at that point.

9. In the Chairman's Report, Chairman Bertoglio stated that the next Regular Meeting will be held on April 16, 2024.

A motion was made by Secretary Waters and seconded by Vice-Chairman North to adjourn the meeting at 12:20 p.m. Motion put and carried.



Chairman



Secretary