

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

**MEETING PROCEEDINGS**

August 15, 2017

A public meeting of the Central Wyoming Regional Water System Joint Powers Board (Board) was held Tuesday, August 15, 2017 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 -** Vice-Chairman Keffer, Secretary Powell, Treasurer Lawson, and Board Members Hopkins, and Waters. Chairman King, Board Members Walsh, and Johnson were absent.

**City of Casper –** Powell, Hopkins, Bruce Martin, Brian Schroeder, Clint Conner, Janette Brown, Scott Baxter

**Natrona County –** Lawson

**Salt Creek Joint Powers Board –**

**Wardwell Water & Sewer District –** Keffer

**Pioneer Water & Sewer District –** Waters, Linda Tasler

**Poison Spider Improvement & Service District –**

**Wyoming Water Development Office -**

**Sandy Lakes Estates -**

**Lakeview Improvement & Service District -**

**33 Mile Road Improvement & Service District –**

**Central Wyoming Groundwater Guardian Team (CWGG) –**

**Others —** Kyle Ridgeway – Williams, Porter, Day & Neville, P.C.

The Board meeting was called to order at 11:38 a.m.

1. There were no Announcements.
2. Chairman Pro-Tem Keffer asked for a motion to approve the minutes from the July 18, 2017 meeting. A motion was made by Treasurer Lawson and seconded by Board

Member Hopkins to approve the minutes from the July 18, 2017 meeting. Motion put and carried.

3. Mr. Martin asked the Board to reference the voucher listing handed out on this date. Mr. Martin stated that two additional vouchers were added to the listing; voucher 7709 for Landmark Structures in the amount of \$158,400 for the Airport Elevated Water Storage Tank Project; and 7710 for Landmark Structures/Branch Banking & Trust in the amount of \$17,600.00 for the Airport Elevated Water Storage Tank Project Retainage. Mr. Martin stated that voucher 7708 would be considered later in the meeting. Mr. Martin recommended approval of the vouchers and offered to answer any questions the Board may have on the voucher listing.

Chairman Pro-Tem Keffer asked for a motion to approve the August 2017 vouchers. A motion was made by Board Member Waters and seconded by Board Member Hopkins to approve the August 2017 voucher list to include voucher numbers 7695 through 7710 in the amount of \$1,239,170.62, with voucher 7708 to be considered later in the meeting. Motion put and carried.

4. Mr. Martin asked the Board to reference the Gallons Produced table in their agenda packets. Mr. Martin stated that production for July 2017 was 694 MG, which is approximately 34 MG less than one year ago. Mr. Martin stated that July production was approximately 14 MG higher than the five year average. Mr. Martin stated that July production wasn't a record breaking month, but it wasn't a bad month either.

Mr. Martin stated that \$1,188,233.00 was billed for July 2017.

Mr. Martin stated that the June and July 2017 Financial Reports have not been completed due to the end of the fiscal year not being closed yet. Mr. Martin stated that the reports should be available for the September meeting.

Chairman Pro-Tem Keffer asked for a motion to approve the July 2017 Financial Report as presented. A motion was made by Secretary Powell and seconded by Board Member Waters to approve the July 2017 Financial Report as presented. Motion put and carried.

5. Chairman King turned the time over to Mr. Schroeder for the Operations Update.

Mr. Schroeder stated that July was a good month, but the first couple of weeks of August have been slow due to the cool, rainy weather. Mr. Schroeder stated that water production for August is approximately 70 MG less than the same time last year.

Mr. Schroeder stated that the surface water plant is off today due to low water demand. Mr. Schroeder stated that staff is able to meet the water demand using only the groundwater wells.

Mr. Schroeder stated that several calls have been received, and rumors have been flying on social media in regards to the WTP not being able to meet water demand during the eclipse. Mr. Schroeder stated that this rumor is untrue. Mr. Schroeder stated that the

WTP should have no trouble meeting water demand during the eclipse. Mr. Schroeder stated that as a precaution the water storage tanks throughout the system will be kept at a higher level just in case there are any issues.

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

Mr. Conner stated that things have been quiet out in the system. Mr. Conner stated that the repair parts for the Pioneer Booster pump were received and installed.

Mr. Conner stated that hydrant maintenance, and weed eating around water storage tanks and water booster stations has been ongoing.

Mr. Conner stated that the Airport Line Tank is down and the foundation has been removed. Mr. Conner stated that the base has been built back up and the mud mat has been poured. Mr. Conner stated that it will be three to four weeks before the foundation crew is on site.

Mr. Conner stated that chloramine residuals are good everywhere in the system except at Sandy Lake Tank. Mr. Conner stated that staff may have to do some tank flushing to bring the residual up in another week or so.

6. There was no Public Comment.
7. There was no Old Business.
  - a. There was no Other Old Business.
8. In New Business:
  - a. Mr. Martin stated that Change Order No. 3 for the WTP Alternate Backwash Water Supply Tank would be explained by Mr. Baxter with City Engineering and turned the time over to Mr. Baxter. Mr. Baxter stated that Change Order No. 3 has three components to it. Mr. Baxter stated that the main item in the change order is surge protection. Mr. Baxter stated that as design was completed and construction was started, surge protection had not really been discussed. Mr. Baxter stated that if power goes down for even a short time, there could be a surge of water going back to the WTP. Mr. Baxter stated that staff was under the impression that a new 12-inch PRV vault would handle the surge, but the consultant stated that wasn't the case. Mr. Baxter stated that the emergency pressure vault that was originally intended to be demolished needs to be kept with some modifications. Mr. Baxter stated that the largest portion of the change order increase is modifications in the vault to the 20-inch waterline.

Mr. Baxter stated that the originally designed 12-inch vault would have a butterfly valve installed instead of a pressure reducing valve, which would result in a savings of \$16,000.

Mr. Baxter stated that originally, a large portion of the 36-inch pipe near the existing water storage tank was to be demolished. Mr. Baxter stated that due to some depth concerns and the close proximity to the existing tank and concern about compromising the foundation, it was determined that it would be better to cap the pipe on each end and leave it in place. Mr. Baxter stated that a certain amount of savings were realized for this change.

Mr. Baxter stated that staff and the consultant feel that, at this point, all the underground in the construction area should be clear from all the undiscovered items.

Board Member Hopkins asked if the 36-inch pipe to be left in the ground would be filled with sand before it is capped. Mr. Baxter stated that no provisions were made to fill the pipe with sand as the iron pipe is stable as it is 10-feet deep and the environment has not been disturbed.

Mr. Martin stated that Wade Verplanke, the DWSRF representative, has approved the change order and the funds for the change order would come from contingency funds. Mr. Baxter stated that with the inclusion of the change order, the contingency amount for the project would be reduced to \$61,581.35.

A motion was made by Board Member Hopkins and seconded by Secretary Powell to approve Change Order No. 3 to the WTP Alternate Backwash Water Supply Tank, Project No. 15-37 in the amount of \$13,867.00. Motion put and carried.

- b. Mr. Martin stated that the Board contracted with WWC Engineering to procure easements for the relocation/realignment of the water transmission line for the WYDOT Westwinds Road Interchange Project. Mr. Martin stated that only one easement is needed for this project and turned the time over to Mr. Baxter.

Mr. Baxter stated that WWC Engineering has been working with Wyoming Land Acquisition Partners I, LLC, which is the owners of the BB Brooks Ranch, on a waterline easement. Mr. Baxter stated that this easement is slightly larger than other easements that the Board has negotiated.

A motion was made by Treasurer Lawson and seconded by Secretary Powell to accept the easement from Wyoming Land Acquisition Partners I, LLC as part of the WYDOT Westwinds Road Interchange Project. Motion put and carried.

- i. Mr. Martin asked the Board to reference voucher 7708 in their agenda packets. Mr. Martin stated that this voucher is payment for the easement that the Board just accepted.

A motion was made by Board Member Hopkins and seconded by Board Member Waters to approve voucher 7708 in the amount of \$727.00 for the

easement for the WYDOT Westwinds Road Interchange Project. Motion put and carried.

c. In Other New Business:

- i. Mr. Martin asked the Board to reference the budget reallocation form that was handed out on this date. Mr. Martin stated that funds need to be reallocated in the budget to the grant line item in order to request reimbursement from WYDOT for the easement payment.

A motion was made by Treasurer Lawson and seconded by Secretary Powell to approve the budget reallocation moving \$727.00 from Improvements Other Than Buildings to Improvements Other Than Buildings –WYDOT Westwinds Road Project. Motion put and carried.

- ii. Mr. Martin stated that the Casper City Manager wishes to have agendas for all the various boards that the City is members of to move to electronic packets. Mr. Martin stated that Ms. Brown sent out hard copy and electronic agenda packets this month and asked the Board how they preferred to receive their agenda packets. Board Member Hopkins stated that electronic packets save not only on printing costs, but also saves on postage. It was the consensus of the Board to receive electronic agenda packets for future meetings.

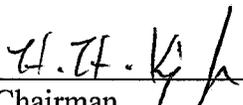
9. A motion was made by Board Member Hopkins and seconded by Secretary Powell to adjourn from Regular Session into Executive Session at 11:54 a.m. to discuss potential litigation. Motion put and carried.

A motion was made by Treasurer Lawson and seconded by Board Member Waters to adjourn from Executive Session back to the Regular Session at 12:05 p.m. Motion put and carried.

10. In the Chairman's Report, Chairman Pro-Tem Keffer announced that a tour of the WTP construction projects would be given to any interested Board Members after the meeting.

Chairman Pro-Tem Keffer stated that the next regular meeting will be held on September 19, 2017.

A motion was made by Secretary Powell and seconded by Treasurer Lawson to adjourn the meeting at 12:07 p.m. Motion put and carried.

  
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Chairman

  
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Secretary