

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

MEETING PROCEEDINGS

October 17, 2017

A public meeting of the Central Wyoming Regional Water System Joint Powers Board (Board) was held Tuesday, October 17, 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 - Chairman King, Vice-Chairman Keffer, Secretary Powell, and Board Members Hopkins, Walsh, and Tasler. Treasurer Lawson and Board Member Johnson were absent.

City of Casper – Powell, Hopkins, Walsh, Andrew Beamer, Bruce Martin, Brian Schroeder, Michael McDaniels, Clint Conner, Janette Brown, Scott Baxter

Natrona County –

Salt Creek Joint Powers Board – King

Wardwell Water & Sewer District – Keffer

Pioneer Water & Sewer District – 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 — Charlie Chapin – Williams, Porter, Day & Neville, P.C.

The Board meeting was called to order at 11:32 a.m.

1. In Announcements, Mr. Martin stated that Ms. Linda Tasler is in attendance and has the proxy for Board Member Waters.

2. Chairman King asked for a motion to approve the minutes from the September 19, 2017 meeting. A motion was made by Board Member Hopkins and seconded by Vice-Chairman Keffer to approve the minutes from the September 19, 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 four additional vouchers were added to the listing; voucher 7737 for Williams, Porter, Day and Neville, P.C. in the amount of \$1,310.00 for Legal Expenses; 7738 for Equivalent Controls Corporation in the amount of \$14,821.80 for Well Turbidimeters; voucher 7739 for Wyoming Water Development Commission in the amount of \$654,316.77 for New Construction and Rehabilitation Loan Payments; and voucher 7740 for Long Building Technologies in the amount of \$3,610.00 for a Security Camera Replacement. Mr. Martin recommended approval of the vouchers and offered to answer any questions the Board may have on the voucher listing.

Chairman King asked for a motion to approve the October 2017 vouchers. A motion was made by Board Member Walsh and seconded by Board Member Hopkins to approve the October 2017 voucher list to include voucher numbers 7726 through 7740 in the amount of \$1,351,655.50. 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 September 2017 was 414 MG, approximately 8 MG more than one year ago. Mr. Martin stated that the five year average is 463 MG. Mr. Martin stated that year to date water production is approximately 1.68 BG, compared to 1.76 BG one year ago, and 1.75 BG for the five year average.

Mr. Martin asked the Board to reference page 1 of the September Financial Report. Mr. Martin stated that the Cash and Cash Equivalents line is quite a bit larger than the previous year, but Investments is down considerably compared to last year. Mr. Martin reminded the Board that they cashed in the CDs at the end of FY17 which moved the funds from Investments to Cash and Cash Equivalents.

Mr. Martin stated that at the bottom of page 1 it shows Total Reservations for FY18 is \$8,251,228 compared to \$8,456,799 in FY17.

Mr. Martin asked the Board to reference page 2 of the September 2017 Financial Report. Mr. Martin stated that Water Sales for FY18 are \$60,017 higher than FY17.

Mr. Martin stated that Operating Expenses for FY18 are \$139,921 less than FY17. Mr. Martin stated that this decrease is due to timing of chemical purchases, how much the surface plant has been operating, and the Operations staff has been optimizing chemical usage in the different processes.

Mr. Martin stated that the Net Operating Income is higher by 10.75%.

Board Member Hopkins asked if the increase in revenue with less water production is due

to the rate increase that took place in July. Mr. Martin stated that was correct.

Chairman King asked for a motion to approve the September 2017 Financial Report as presented. A motion was made by Board Member Hopkins and seconded by Secretary Powell to approve the September 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 the surface water plant was turned off on September 23rd. Mr. Schroeder stated that the WTP is in wintertime production of 6 MGD.

Mr. Schroeder stated that staff has been working on the budgeted capital projects and the Actiflo VFDs have been replaced.

Mr. Schroeder stated that the Alternate Backwash Water Supply Tank and Emergency Power Projects are behind schedule and will both require planned WTP shut downs.

Mr. Schroeder stated that the tie-ins for the Backwash Tank will require the groundwater system to be shut down for three days. Mr. Schroeder stated that the surface water system will be brought back on line during this time.

Mr. Schroeder stated that the tie-in for the emergency generator will take place on October 30th or 31st and will require a complete power outage at the WTP for approximately four hours. Mr. Schroeder stated that staff will be able to shut down the WTP before the power is cut.

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

Mr. Conner stated that the Airport Elevated Tank foundation has been completed and the wall crew is on site. Mr. Conner stated that he was informed that the first pour for the walls will take six days, four days for the second pour, three days for the third, then every day they can go up depending on the weather. Mr. Conner stated that the inspector will be very particular regarding the ambient temperatures during the pour to make sure the concrete does not freeze.

Mr. Conner stated that staff has winterized the booster stations and has been flushing dead end lines to fight nitrification in the system. Mr. Conner stated that with usage dropping and the water still having a higher temperature, nitrification has been bad in the system. Mr. Conner stated that the nitrification will get better once the temperatures drop and should be gone from the system by December. Mr. Conner stated that this is an issue that staff has to deal with every year.

Mr. Conner stated that the Crosstown Pipeline anodes are being tested and non-draining hydrants are being flushed. Mr. Conner stated that once this is completed, staff will start flushing the dead-end hydrants. Board Member Hopkins asked if there are a lot of dead-

end hydrants in the system. Mr. Conner stated that there are not many in the RWS transmission system, but there are quite a few in the City distribution system.

Secretary Powell asked about the aerobic spore level testing. Mr. Schroeder stated that the aerobic spore levels have been low since the level of the river has dropped. Secretary Powell asked how often samples are taken. Mr. Schroeder stated that aerobic spore samples are taken weekly by staff. Mr. Schroeder stated that with the new Wellfield Management Plan in place, if a well has a high aerobic spore count, it can be taken out of service and the next well can be tested; essentially eliminating wells one at a time instead of shutting down the whole wellfield when one well has too high of a count.

Secretary Powell asked if a letter has been received from EPA regarding the need for increased treatment to the groundwater. Mr. Schroeder stated that EPA has not sent the letter reclassifying the wellfield to BIN 2, which will require additional treatment for the groundwater. Mr. Schroeder stated that he doesn't expect the letter to arrive until next spring.

6. There was no Public Comment.

7. In Old Business:

a. Mr. Martin stated that Mr. Scott Baxter with the City Engineering Department is in attendance to give a brief update on the Alternate Backwash Water Tank Project and the Airport Elevated Water Storage Tank Project.

Mr. Baxter stated that the Airport Elevated Water Storage Tank Project is moving along pretty well and the first pour for the concrete pedestal will be completed soon. Mr. Baxter stated that the contractor will be using insulated forms while pouring the wall layers and the inspector will be watching the pours very closely. Chairman King asked what the height is of each layer. Mr. Baxter stated that each wall layer is approximately seven feet tall.

Mr. Baxter stated that the contractor for the Backwash Water Tank is continuing with the WTP tie-ins and getting the system connected. Mr. Baxter stated that in the last couple of weeks the tank coating has become an issue. Mr. Baxter stated that with the looming weather it looks like the best option will be to do the tank coating in the spring. Mr. Baxter stated that he was unable to prepare the paperwork for this Board meeting, but there will be a time extension recommendation just for the tank coating as there are some real challenges trying to do the coating at this time. Mr. Baxter stated that the plan right now is for pipe connections and hydrostatic testing to be completed now, and the coating and final disinfection of the tank to be completed in the spring. Mr. Baxter stated that the time extension change order should be ready for the Board meeting next month.

b. There was no Other Old Business.

8. In New Business:

- a. Mr. Martin stated that the Actiflo system settling tubes and supports have begun to fail resulting in sunken, cracked, and broken tubes. Mr. Martin stated that this system is 18 years old and the project was rated as a priority for short-term capital replacement needs in the recently completed WTP Facilities Plan Update.

Mr. Martin stated that Veolia Water Technologies Inc. dba Kruger was the original supplier of the Actiflo equipment so only one quote was requested. Mr. Martin stated that a separate agreement would be needed with a contractor to install the new equipment. Mr. Martin stated that the quote in the amount of \$114,366.90 includes the tube settlers and supports, and an on-site Actiflo Field Service Engineer visit which includes three, eight hour days to inspect installation and for start-up. Mr. Martin stated that \$250,000 was budgeted for this project.

Mr. Martin stated that Veolia has not returned the signed contract yet, but they did return comments on the contract yesterday. Mr. Martin stated that Mr. Chapin has not had a chance to review the comments yet. Mr. Chapin stated that he planned to review the comments this afternoon. Mr. Martin stated that it takes fourteen weeks from the time of order for the equipment to be on site and staff would like to have it installed before the surface water plant starts up next summer. Mr. Martin stated that with this in mind, staff recommends that the Board approves the purchase contingent upon Mr. Chapin approving the contract language. Chairman King asked if because this is purchasing equipment from the original supplier, there was no need to go out for bid. Mr. Martin stated that was correct, as this would be a sole source procurement for the equipment.

Secretary Powell asked if the new tube settlers were of a more robust design. Mr. Martin stated that the design of the tube settlers has been improved. Mr. Martin stated that with the new tube settlers installed, staff expects to see increased water production, improved water quality, and decreased chemical usage.

A motion was made by Board Member Walsh and seconded by Vice-Chairman Keffer to approve the agreement with Veolia Water Technologies Inc. dba Kruger in the amount of \$114,366.90 for Actiflo tube settlers and supports contingent upon approval of the contract language by Mr. Chapin. Motion put and carried.

- b. Mr. Martin stated that a letter was received from HDR Engineering concerning the agreement for the Wardwell Zone IIIB Tank roof, which was an amendment to the WTP Facilities Plan Update.

Mr. Martin stated that after this amendment was approved by the Board, HDR entered into an agreement with Mr. Chapin's office which has some of the same scope of service as it relates to the Wardwell Zone IIIB Tank roof. Mr. Martin stated that HDR recommends at this time to close out the amendment with the Board and see where the scope goes with Mr. Chapin's office, then if necessary,

enter into a new agreement with the Board for any additional work.

Chairman King asked if there are any remaining financial obligations with HDR for this amendment. Mr. Martin stated that there will be one last invoice from HDR related to this amendment in the amount of \$10,126.46, which will leave a balance of \$17,675.32 to be released.

A motion was made by Vice-Chairman Keffer and seconded by Board Member Powell to release the agreement with HDR Engineering for the Wardwell Zone IIIB Tank roof after the final invoice has been received. Motion put and carried.

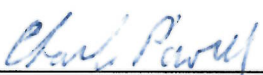
- c. In Other New Business, Board Member Powell stated that the Actiflo Settling Tubes were a main item on the WTP Facilities Plan. Board Member Powell stated that as a Board Member it is difficult to recall all the projects on the WTP Facilities Plan Update and asked that a regular item on the agenda be a status report on the items that are on the list and where they stand for completion. Mr. Martin stated that staff will plan for a brief update on the projects relating to the WTP Facilities Plan Update at each Board meeting.
9. Mr. Chapin informed the Board that no Executive Session is needed at this time as he is still waiting on information from HDR Engineering for the consulting agreement.
10. In the Chairman's Report, Chairman King stated that the grant that Salt Creek Joint Powers Board applied for was denied as SLIB did not consider the replacement of the waterline an emergency. Chairman King stated that Salt Creek was awarded \$26,800 for design of the waterline replacement and was instructed to reapply for the grant in January. Chairman King stated that SLIB has requested that Salt Creek try to get matching grants from the businesses that are served by the waterline.

Chairman King stated that the next regular meeting will be held on November 21, 2017.

A motion was made by Board Member Walsh and seconded by Vice-Chairman Keffer to adjourn the meeting at 12:02 p.m. Motion put and carried.



Chairman



Secretary