

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

MEETING PROCEEDINGS

February 21, 2017

A public meeting of the Central Wyoming Regional Water System Joint Powers Board (Board) was held Tuesday, February 21, 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, Treasurer Lawson, and Board Members Johnson, Murphy, Walsh, and Waters.

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

Natrona County – Lawson

Salt Creek Joint Powers Board – King

Wardwell Water & Sewer District – Keffer

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 –

Central Wyoming Groundwater Guardian Team (CWGG) –

Others — Charlie Chapin, Kyle Ridgeway – Williams, Porter, Day and Neville, P.C.; Steve Quail – HDR Engineering

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

1. There were no Announcements.

2. Chairman King asked for a motion to approve the minutes from the January 17, 2017 meeting. A motion was made by Treasurer Lawson and seconded by Vice-Chairman Keffer to approve the minutes from the January 17, 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 7620 for Backflow Apparatus & Valve in the amount of \$5,480.00 for an 8-inch backflow preventer, and voucher 7621 for Williams, Porter, Day & Neville in the amount of \$1,956.55 for legal services. 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 February 2017 vouchers. A motion was made by Board Member Walsh and seconded by Board Member Johnson to approve the February 2017 voucher list to include voucher numbers 7608 through 7621 in the amount of \$391,978.43. Motion put and carried.

Secretary Powell arrived at 11:33 a.m.

4. Mr. Martin asked the Board to reference the Gallons Produced table in their agenda packets. Mr. Martin stated that production for January 2017 was 180 MG compared to January 2016 of 167 MG. Mr. Martin stated that the 5-year average is 177 MG.

Mr. Martin asked the Board to reference page 2 of the January 2017 Financial Report. Mr. Martin stated that Water Sales is approximately \$22,000 less than last year. Mr. Martin stated that Operations Expense is approximately \$31,000 less than one year ago. Mr. Martin stated that Net Operating Income is approximately \$8,000 greater than last year.

Chairman King asked for a motion to approve the January 2017 Financial Report. A motion was made by Board Member Johnson and seconded by Board Member Walsh to approve the January 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 WTP is in winter-time operations producing 5MGD to 6MGD.

Mr. Schroeder stated that the Alternate Backwash Water Tank is out to bid and is to be constructed during the summer and fall.

Mr. Schroeder stated that locates were done for the WTP Emergency Power Project this past week.

Mr. Schroeder stated that staff has been working with Steve Quail with HDR on updating the Wellfield Management Plan.

Mr. Schroeder stated that the Wellfield Management Plan has been updated and obligates the Board to some things but staff will still be able to use the wellfield. Mr. Schroeder stated that staff is expecting high river flows this year which will impact the aerobic spore testing of the wellfield. Mr. Schroeder stated that the updated Wellfield Management Plan will be sent to EPA for review soon.

Mr. Schroeder stated that the way Wellfield Management Plan has been updated, staff will be able to use the wellfield at all times.

Mr. Martin stated that once EPA sends their comments to staff, the Wellfield Management Plan will be brought to the Board.

Secretary Powell asked if the updated plan is to have continuous use of the wells. Mr. Schroeder stated that was correct. Mr. Schroeder stated that in the updated plan, the wells that have high aerobic spore results will be shut off and the wells that are farther from the river will be used.

Secretary Powell asked Mr. Schroeder to explain the aerobic spore sampling for the new Board Members. Mr. Schroeder stated that the wells are shallow and are under the influence of the river; the river water flows through the riverbank into the wells. Mr. Schroeder stated that EPA wants aerobic spore testing to be used as a surrogate for cryptosporidium as aerobic spores are found in the river and testing is less expensive. Mr. Schroeder stated that when there are high river flows, the aerobic spore results in the wells increases. Mr. Schroeder stated that EPA mandated that if the aerobic spore results are >10/100ml for any of the wells, the whole wellfield must be taken out of production.

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

Mr. Conner stated that staff has been dewatering the Actiflo lagoons and removing the sludge in preparation for the summer season.

Mr. Conner stated that all the non-draining fire hydrants in the RWS system have been checked.

Mr. Conner stated that parts for the Mt. View Booster pump have been ordered. Chairman King asked how much money was saved by ordering parts versus ordering a new pump. Mr. Conner stated that approximately \$10,000 was saved by ordering parts for the pump and rebuilding it.

Mr. Conner stated that the WTP backflow preventer has been received and will be installed next week.

Mr. Conner stated that the 8-inch mag meter will also be installed next week.

6. There was no Public Comment.

7. There was no Old Business.

a. There was no Other Old Business.

8. In New Business:

a. Ms. Brown explained to the Board that the annual banking letters are the annual disclosure required by the State and must be signed during open session.

The annual banking letters were signed by all Board Members during the meeting held on this dated and are incorporated as part of these minutes.

b. In Project Updates, Mr. Martin stated that Mr. Baxter, Associate Engineer for the City of Casper, would be giving the update on the Alternate Backwash Water Supply Project and the Airport Elevated Water Storage Tank Project.

i. Mr. Baxter stated that the consultant for the Alternate Backwash Water Supply Project is Woodard and Curran. Mr. Baxter stated that this project is currently out to bid with a mandatory pre-bid meeting on March 1st and the bid opening on March 20th. Mr. Baxter stated that the State has to review the bids due to the funding for the project so the Board may have to hold a special meeting to award the project in order not to postpone the project timeline. Mr. Baxter stated that at this time substantial completion of the project is scheduled for the end of November and final completion is scheduled for the end of December.

ii. Mr. Baxter stated that 609 Consulting is the consultant for the Airport Elevated Water Storage Tank Project. Mr. Baxter stated that the plans have been reviewed by DEQ and the permit to construct is on its way. Mr. Baxter stated that WWDC must review the bid documents before the project is put out to bid. Mr. Baxter stated that this is a two season project to be completed in 2018.

iii. Mr. Martin stated that preliminary work has begun for the WTP Emergency Power Project. Mr. Martin stated that Arcadis is the consultant and Wyoming Machinery is the contractor for this project.

iv. Mr. Martin stated that the Board approved partnering with the City of Casper for a System Investment Charge Study Update at a prior meeting. Mr. Martin stated that Raftelis Financial Consultants was awarded the contract for this study and a kick-off meeting will be held on March 1st at City Hall for Board Members of the RWSJPB, CPU Advisory Board, and the Management Oversight Committee to attend. Mr. Martin stated that Ms. Brown will send out an email to all three Boards with the information for the meeting.

v. Mr. Martin stated that WWC Engineering is working on easement acquisitions for the WYDOT Westwinds Road Interchange Project.

vi. Mr. Martin stated that HDR did a presentation on the WTP Facilities Plan Update at the last Board meeting. Mr. Martin stated that Mr. Quail is in attendance today to answer any questions the Board may have on that

presentation. There were no questions from the Board.

c. There was no Other New Business.

9. A motion was made by Board Member Johnson and seconded by Treasurer Lawson to adjourn from Regular Session into Executive Session at 11:55 a.m. to discuss potential litigation. Motion put and carried.

A motion was made by Board Member Johnson and seconded by Board Member Walsh to adjourn from Executive Session back to the Regular Session at 12:18 p.m.

Chairman King asked for a motion to approve an agreement between the Board, Wardwell Water and Sewer District, and Williams, Porter, Day and Neville, P.C. for joint representation for issues pertaining to the Wardwell Zone IIIB Water Storage Tank.

A motion was made by Board Member Johnson and seconded by Secretary Powell to approve the agreement between the Board, Wardwell Water and Sewer District, and Williams, Porter, Day and Neville, P.C. for joint representation for issues pertaining to the Wardwell Zone IIIB Water Storage Tank. Motion put and carried.

10. In the Chairman's Report, Chairman King stated that New Board Member Orientation would be held right after the close of the meeting.

Chairman King stated that the Board should expect an email regarding the kick-off meeting for the System Investment Charge Study Update to be held on March 1st from 1:00 to 5:00 p.m. at City Hall.

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

A motion was made by Treasurer Lawson and seconded by Vice-Chairman Keffer to adjourn the meeting at 12:21 p.m. Motion put and carried.



Chairman



Secretary