

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

**MEETING PROCEEDINGS**

July 16, 2019

A public meeting of the Central Wyoming Regional Water System Joint Powers Board (Board) was held Tuesday, July 16, 2019 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 Waters, Treasurer Bertoglio, and Board Member Huber. Board Members Powell and Freel were absent.

**City of Casper –** Huber, Andrew Beamer, Bruce Martin, Brian Schroeder, Janette Brown

**Natrona County –** Bertoglio

**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 –**

**Mile-Hi Improvement and 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 11:35 a.m.

1. In Announcements, Mr. Martin stated that Mr. Walsh resigned from the Casper City Council and is no longer on the Board. Mr. Martin stated that the City Council will replace Mr. Walsh after the Council vacancy has been filled.

2. Chairman King asked for a motion to approve the minutes from the June 18, 2019 meeting. A motion was made by Board Member Huber and seconded by Secretary Waters to approve the minutes from the June 18, 2019 meeting. Motion put and carried.
3. Mr. Martin informed the Board that no additional vouchers were added to the voucher listing. 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 July 2019 vouchers. A motion was made by Secretary Waters and seconded by Vice-Chairman Keffer to approve the July 2019 voucher list to include voucher numbers 8040 through 8046 in the amount of \$480,802.28. Motion put and carried.

4. Mr. Martin asked the Board to reference the Gallons Produced table in the agenda packet. Mr. Martin stated that production for June 2019 was 347 MG, which is 109 MG less than the five year average of 456 MG. Mr. Martin stated that FY19 ended with total production of 3.362 BG, compared to the five year average of 3.621 BG.

Mr. Martin stated that Water Revenue for June was \$638,304.97 which ends FY19 with a total of \$6,193,755.45. Mr. Martin stated that Water Revenue is approximately \$60,000 more than last year due to the wholesale water rate increase.

Mr. Martin stated that since it is the end of the Fiscal Year, the City Finance Department is working on closing out the year and getting ready for the annual audit. Mr. Martin stated that there will not be a June Financial Report until the fiscal year has been closed.

Chairman King asked for a motion to approve the June 2019 Financial Report as presented. A motion was made by Vice-Chairman Keffer and seconded by Secretary Waters to approve the June 2019 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 water demand has increased from June; it is currently at 22 – 23 MGD, which is normal for this time of year.

Mr. Schroeder stated that several capital projects are in progress at the WTP. Mr. Schroeder stated that the 2.6MG tank painters, roofers, and SCADA contractor are all on site this week. Mr. Schroeder stated that the SCADA contractor is on site doing preliminary work for the project.

Mr. Schroeder stated that staff completed all water compliance sampling for June.

Mr. Schroeder stated that the Distribution staff cleaned out the Actiflo lagoon and the Operators will switch over to it this afternoon.

Mr. Schroeder stated that the Operators are working on optimizing chemical usage for each process.

Mr. Schroeder stated that he will be giving the Transmission System Update as Mr. Conner is on vacation.

Mr. Schroeder stated that the system is due for an EPA Sanitary Survey this year. Mr. Schroeder stated that Distribution staff are collecting information and taking new pictures of the water storage tanks for the upcoming survey.

Mr. Schroeder stated that Distribution staff has been mowing weeds at the tanks and boosters. Mr. Schroeder stated that they have also mowed the thistle in the well field. Mr. Schroeder stated that he was informed by Weed and Pest that if the thistle is mowed before it blooms, there is a better chance to eradicate it in the well field.

Mr. Schroeder stated that bearings have been ordered for one of the pumps at the Wardwell Booster.

6. There was no Public Comment.

7. In Old Business:

a. Project Updates:

- i. FY19 Roof Replacement – Under Construction – Limmer Roofing started on the project last week.
- ii. PLC/SCADA Project – Under Construction – HOA Solutions had started in the boosters and wells.
- iii. Wardwell Zone IIIB Tank – Under Construction – Great Plains Structures is getting their paperwork submitted. The project is off to a slow start.
- iv. Raw Water Switch Gear & VFD Replacement – Under Design – West Plains Engineering started working on the project July 1<sup>st</sup> and construction should start in October.
- v. 2.6MG Tank Renovations – Under Construction – Riley Industrial is on site and is sand blasting, working on vents, and a new manway.
- vi. Liquid Oxygen System Heater Replacements – Under Construction – Rocky Mountain Air is building the heaters. An Amendment to the contract is to be considered later in the meeting.
- vii. Well Rehabilitation – Assigned to Engineering Staff – Request for Proposal is out. This project will be the rehabilitation of two wells to increase production as over time the well screens get encrusted and production is decreased.

b. There was no Other Old Business.

8. In New Business:

- a. Mr. Martin stated that the replacement of two heaters for the Liquid Oxygen System were budgeted; one in FY19, and one in FY20. Mr. Martin stated that the contractor informed staff that there would be a cost savings if both heaters were replaced at the same time.

Mr. Martin stated that \$50,000 was budgeted in the FY20 Budget, but the cost to replace the second heater only adds an additional \$15,329 to the original contract.

A motion was made by Secretary Waters and seconded by Vice-Chairman Keffer to approve Amendment No. 1 to the Professional Services Agreement with Rocky Mountain Air Solutions for one liquid oxygen heater in the amount of \$15,329. Motion put and carried.

- b. Mr. Martin stated that he received a call from Ms. Bayne with Pioneer Water & Sewer District regarding an easement for the RWS transmission line that was never signed and recorded. Mr. Martin stated that there are new owners of the property so this would be the perfect time to get an easement in place.

Secretary Waters stated that the original easement stated the owners would have five water taps in exchange for the easement. Secretary Waters stated that the new owners stated that they thought they should be entitled to the five taps and the Pioneer Board told them no. Secretary Waters stated that the new property owners want to build a house, and the Pioneer Board told them they would give them one tap for the right-of-way easement and the owners were fine with it as long as they got one residential tap for their house.

Secretary Waters stated that while Pioneer staff was cleaning out boxes of old paperwork, they found a box of unsigned easements, and this was one of them. Secretary Waters stated that it was decided to take care of them as issues come up.

Treasurer Bertoglio asked if this is a Pioneer waterline or an RWS waterline. Secretary Waters stated that it is an RWS waterline. Treasurer Bertoglio asked if there are other service lines coming off the line. Secretary Waters stated that there are other service lines coming off the line as this is one of the RWS lines that is able to be tapped.

Board Member Huber asked how much the system investment fee is for a residential tap. Mr. Martin stated that the RWS system investment fee is \$1,869, plus a physical tap charge. Mr. Martin stated that typically in the past, the Board has not given away taps. Mr. Martin stated that the most recent easement was on the Elevated Airport Tank line and the Board paid the landowner the amount of a new tap, and then the landowner came in and paid the system investment fee with those funds, that way there is a paper trail showing it is a legitimate tap.

Secretary Waters stated that the Pioneer Board agreed to waive their system investment fees for the tap.

Board Member Huber asked how long the section of waterline is on their property. Mr. Martin stated that he wasn't quite sure, but it is quite a bit. Mr. Martin stated that depending on the direction of the Board, the easement could be written for \$1,869 and then the property owner could pay the fees to Pioneer, who

would then forward the fees to the Board.

Board Member Huber stated that it seems the evidence was clear that was what was planned and intended. Secretary Waters stated that Pioneer has the original unsigned easement. Board Member Huber asked if there was any indication that when the easement went to the Pioneer Board or the RWS Board that someone put a stop to it. Secretary Waters stated that was not the case as there were quite a few easements that were found that had not been signed and recorded. Secretary Waters stated that when the water system was first installed, it seems there were a lot of promises made for easements, but no paperwork was signed or recorded.

Treasurer Bertoglio asked if this took place before the waterline was transferred to RWS. Secretary Waters stated that was correct.


A motion was made by Board Member Huber and seconded by Vice-Chairman Keffer to move forward with drawing up the easement with the payment of \$1,869 for the right-of-way with the understanding that system investment charges and a physical tap charge would be due. Motion put and carried.

c. There was no Other New Business.

9. In the Chairman's Report, Chairman King stated that the next regular meeting will be held on August 20, 2019.

A motion was made by Vice-Chairman Keffer and seconded by Secretary Waters to adjourn the meeting at 12:00 p.m. Motion put and carried.

  
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Chairman

  
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Secretary