

STATE OF WYOMING)
) ss.
COUNTY OF CAMPBELL)

**WRIGHT WATER & SEWER DISTRICT
MINUTES**

The Board of Directors of the Wright Water & Sewer District held their Regular Business Meeting October 10, 2019 at 7:30 p.m. The meeting was held at the District Office, 15009 Hwy. 387. The following members of the Board were present:

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|------------|------------|-----------------|----------------|-----------|
| DIRECTORS: | J. Johnson | OTHERS PRESENT: | R. Kingan | J. Starck |
| | J. Dooley | | J. DePoorter | R. Gemar |
| | S. Grose | | J. Steele | |
| | S. Wilson | | L. Strohschein | |

ORAL COMMENTS

J. Starck updated the Board on various HDR projects not covered under either Unfinished or New Business. Existing Chlorination Improvements Project – Holding final payment pending receipt of lien waivers. Lagoon and Wastewater Treatment Rehabilitation – Updated cost estimate w/headworks removed from project; AML Grant request not recommended for funding. Well Enlargements – Nothing new to report.

R. Gemar gave a brief overview of the 2018/2019 Financial Statement/Audit as compiled by Bennett, Weber & Hermstad, LLP, as well as a couple of recommendations for the Board to consider.

WRITTEN COMMENTS

There were no Written Comments.

MINUTES

A motion was made by S. Wilson and seconded by J. Dooley to approve the minutes of the Regular Business Meeting of September 12, 2019. Motion passed unanimously.

REPORTS

The Operating Summary was presented for the Board’s review. A motion was made by S. Grose and seconded by S. Wilson to accept the report as presented. Motion passed unanimously. The Bank Reconciliation Report, Income/Expense Report, Balance Sheet, and Profit & Loss/Budget vs. Actual Report will be completed and accepted after September’s interest is posted to the WYO-STAR account.

CHECKS AND WARRANTS

A motion was made by J. Dooley and seconded by S. Wilson to approve the checks and warrants. Motion passed unanimously.

OPERATORS’ REPORT

R. Kingan gave the operators’ report for the past month citing the following specifics: Water/sewer and effluent samples passed; Work progressing at WinCo; Cleaned Plant Lift Station wet well, as well as valves at RJ-8 Well; Replaced air pump at Haycreek Lift Station; Backfilled holes on Story; Flushed hydrants; Tested Brittney loadout backflow device; LS attended classes in Cheyenne; and repaired one (1) meter.

UNFINISHED BUSINESS

There was no Unfinished Business.

NEW BUSINESS

Approve 2018/2019 Financial Statements/Audit

A motion was made by J. Dooley and seconded by S. Grose to approve the 2018/2019 Financial Statements as prepared by Bennett, Weber & Hermstad, LLP. Motion passed unanimously.

Approve Task Order 003 – 2020 Wastewater Lagoon Improvements

A motion was made by J. Dooley and seconded by S. Grose to approve Task Order 003 – 2020 Wastewater Lagoon Improvements with HDR Engineering. Motion passed unanimously.

Review District By-Laws Section 3-H

A brief discussion was held concerning the need to revise the District By-Laws pertaining to checks returned due to insufficient funds. J. DePoorter was instructed to re-word Section 3-H of the District

By-Laws for approval at the November meeting. A motion was made by J. Dooley and seconded by S. Grose to table this item of business. Motion passed unanimously. No additional action was taken.

ANNOUNCEMENTS

The next Regular Business Meeting of the Wright Water & Sewer District Board of Directors will be held November 14, 2019 at 7:30 p.m. at the District Office.

ADJOURNMENT

With no further business to discuss, a motion was made by S. Wilson and seconded by J. Dooley to adjourn. Motion passed unanimously. The meeting adjourned at 8:40 p.m.

Juli DePoorter, Clerk

Joseph W. Johnson, Chairman