

STATE OF WYOMING)
) ss. WRIGHT WATER & SEWER DISTRICT
COUNTY OF CAMPBELL) MINUTES

The Board of Directors of the Wright Water & Sewer District held their Regular Business Meeting May 9, 2024 at 7:30 p.m. The meeting was held at the District Office, 15009 Hwy. 387. The following members of the Board were present:

DIRECTORS: L. Duff
J. Dooley
J. Bissey
S. Wilson
OTHERS PRESENT: L. Strohschein J. Starck
J. Steele
L. Quiroz
M. Hensley

ORAL COMMENTS

Plant Lift Station Wastewater Screening Unit Project was completed May 6, 2024. The consideration of substantial completion was discussed and authorization to advertise retainage release as well as warranty execution. Final closeout of construction contract – Change Order No. 4 – Hot Iron. Miscellaneous Services: Through modeling the A/C waterline replacement, results show that this line between Wright Blvd could be abandoned without significantly impacting fire flows. Collecting reference information and contractor contracts to solicit quotes for water tank cleaning.

WRITTEN COMMENTS

There were no Written Comments.

MINUTES

A motion was made by J. Dooley and seconded by S. Wilson to approve the minutes of the Regular Business Meeting of April 11, 2024. Motion passed unanimously.

REPORTS

The Operating Summary (April), Bank Reconciliation & Income/Expense Report (March), Balance Sheet & Profit & Loss/ Budget Vs. Actual Report (March) were presented for the Board’s review. A motion was made by J. Bissey and seconded by J. Dooley to accept the reports as presented. Motion passed unanimously.

CHECKS AND WARRANTS

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

OPERATORS’ REPORT

L. Strohschein gave the operators’ report for the month citing the following specifics:
Water/Sewer samples tested good for the month: Installed a new level control sensor on screening unit and is now working very well with approximately 200 run cycles; L. Strohschein attended training for the Rural Water Conference in Casper; Backflow testing for the District was completed; Chlorine/ sodium bisulfite and backup booster pump for tanks were delivered; Changed out all cables in wet wells for soap blocks; Cleaned plant wet well with Vac truck; Had built 2 drags for RJ-7 & RJ-8 to level rock; Adjusted hinges on RJ-8 perimeter fence & cleaned control valve; Received quote for fiber optics to the office; Installed 55 rivets for the cover on Plant Lift Station Screening Unit; Flushed hydrants from May 6th-10th; Spoke to Big D about possibly needing a 2” tap due to remodel; Interviewed 1 Summer hire and finishing up interviews by end of month; Met with Rep from Big Iron for surplus auction regarding truck, trailer, building pipe and cattle guard; Worked on the proposed 2024/2025 budget; Installed one new 1” water and sewer tap; Turned water on at three locations; Installed one new MXU; Replaced one new EMR; 4 no reads on meters; 16 door-knockers and several locates with new fiber install.

UNFINISHED BUSINESS

Substantial Completion and Notice of Retainage Release – Plant Lift Station Wastewater Screening
A motion was made by J. Bissey and seconded by J. Dooley to approve the Substantial Completion Advertisement for Retainage Release concerning the Plant Lift Station Wastewater Screening Project. Motion passed unanimously.

Approve Revisions to 2024/2025 Budget

After a brief discussion a motion was made by J. Dooley and seconded by J. Bissey for a line-item transfer of \$6000 from Water/Sewer Employee Benefits to Clerical Employee Benefits. Motion passed unanimously.

NEW BUSINESS

Plant Lift Station Wastewater Screening Project

A motion was made by S. Wilson and seconded by J. Bissey to approve Change Order No. 4 – Plant Lift Station Wastewater Screening Project. Motion passed unanimously.

Approve 2024/2025 Budget

A motion was made by J. Dooley and seconded by J. Bissey to approve the proposed 2024/2025 budget. Motion passed unanimously.

Approve Mill Levy

A motion was made by J. Dooley and seconded by S. Wilson to request an eight (8) Mill Levy from the county for the 2024 taxes. Motion passed unanimously.

At 8:21 p.m. the Board of Directors adjourned to executive session to discuss personnel issues. The regular meeting reconvened at 8:37 p.m.

Approve Employee Cost of Living Adjustment (C.O.L.A.)

The employees were informed that the District would give each of the employees a three percent (3%) Cost of Living Adjustment effective with the first pay date in July. No additional action was taken.

Tank Inspections

A motion was made by J. Dooley and seconded by S. Wilson to approve water tank inspections from Mido Diving and Marine Services. Motion passed unanimously.

ANNOUNCEMENTS


The next Regular Business Meeting will be held June 13, 2024, at 7:30 p.m. at the District Office.

ADJOURNMENT

With no further business to discuss, a motion was made by J. Dooley and seconded by S. Wilson to adjourn. Motion passed unanimously. The meeting adjourned at 8:44 p.m.



Lisa Quiroz, Clerk



Logan Duff, Chairman