



Sheridan Area Water Supply Joint Powers Board



REGULAR MEETING MINUTES WEDNESDAY, MAY 13, 2015 - 5:00 PM SHERIDAN COUNTY COURTHOUSE, COMMISSIONERS BOARD ROOM #220

The regular meeting of the Sheridan Area Water Supply Joint Powers Board was called to order at 5:00 p.m. with Vice Chairman Jesus Rios presiding. A quorum of members was present including; Tom Ringley, Steve Maier, and John Heath. Members absent were; Shelleen Smith and Bob Rolston. Others present were; Dan Coughlin, SAWSJPB Project Manager, Angie Burton, Sheridan County Admin. Assistant, Tony Wendtland of Wendtland & Wendtland LLP, Mike Peacock, City of Sheridan Utility Services & SAWS Coordinator, Dan Roberts, City of Sheridan Utilities Director, The Sheridan Press, and Sheridan Media.

I. CONSENT AGENDA

Motion: To remove item "C. a. Bills" under May 13, 2015 from consent agenda and put them on regular agenda by Steve Maier. **Second** by John Heath. **Vote for approval:** 4-0

- A. Minutes of the March 11, 2015 Regular Meeting
- B. April 8, 2015 Treasurer's Report
 - a. Bills
 - b. Account Status as of April 3, 2015
 - c. Investment Accounts
 - d. Budget vs. Actual
- C. May 13, 2015 Treasurer's Report
 - ~~a. Bills: Removed from consent agenda by board action~~
 - b. Account Status as of May 6, 2015
 - c. Investment Accounts
 - d. Budget vs. Actual
- D. Extension of validity period for Water Service Permit for Lot 13, Crown "A" Subdivision to July 25, 2020.

Motion: To approve consent agenda as amended by John Heath. **Second** by Tom Ringley. **Vote for approval:** 4-0

II. REVIEW AND APPROVAL OF AGENDA

Motion: To approve the agenda as amended by removing item "C. Presentation of Regionalization" under New Business by Tom Ringley.
Second by Steve Maier. **Vote for approval:** 4-0

Motion: To approve bills with exception of \$5,000 payment for plotter by John Heath. This was budgeted as a purchase but was leased instead, which will have different terms to consider at a future meeting.
Second by Tom Ringley. **Vote for approval:** 4-0

III. COMMENTS FROM PUBLIC: NON AGENDA ITEMS

None

IV. OLD BUSINESS

None

V. PROJECT PROGRESS REPORTS

- A. Conventional Treatment Upgrades to Big Goose and Sheridan Water Treatment Plants -- Update by Dan Coughlin, SAWSJPB Project Manager.
- B. Booster Station Upgrades -- Update by Dan Coughlin, SAWSJPB Project Manager; including explanation of change order #1 and moved start date to 6/1/15.
- C. Meter Replacement Project - Update by Dan Coughlin, SAWSJPB Project Manager.
- D. Water Supply Share Purchase Program -- Update by Dan Coughlin, SAWSJPB Project Manager and Tony Wendtland.



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VI. NEW BUSINESS

A. Consideration of new Investment Policy

Statement by Dan Coughlin – Per audit recommendations and review by Tony Wendtland SAWSJPB should update their investment policy. Also noted; there are currently no investments that SAWS has that this policy would apply to.

Motion: To rescind SAWSJPB Investment Policy dated September 12, 1996 and adopt revised policy dated May 13, 2015 by Tom Ringley.

Second by Steve Maier. **Vote for approval:** 4-0

B. Submission of draft budget for Fiscal Year ending 6/30/16

Update by Dan Coughlin – Refer to budget schedule; Required to submit draft budget to WY Dept. of Audit by June 1, 2015 and SAWSJPB will again look at budget on June 10, 2015.

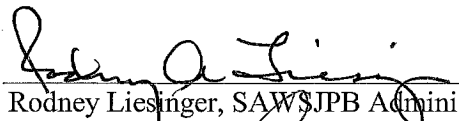
Motion: To acknowledge receipt of draft budget for FY ending 6/30/2016 by Tom Ringley.

Second by John Heath. **Vote for approval:** 4-0

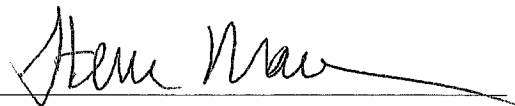
With regard to removed item “C. Presentation of Regionalization” Mr. Ringley requested that SAWSJPB really make a concerted effort to ensure all members of SAWSJPB are present, as well as any County Commissioners and City Council that would like to come.

ADJOURNMENT

The meeting was adjourned at 5:15 p.m. by Vice Chairman Rios.

PRESENTED BY: 
Rodney Liesinger, SAWSJPB Administrator

APPROVED BY: 
Bob Rolston, SAWSJPB Chairman

ATTESTED BY: 



Sheridan Area Water Supply Joint Powers Board



Regular Meeting
Sheridan County Commissioners Meeting Room
Wednesday, May 13, 2015
5:00 P.M.
MEETING AGENDA

CALL TO ORDER

CONSENT AGENDA

- A. Minutes of the March 11, 2015 Regular Meeting (Approval)
April 8, 2015
B. Treasurer's Report
a. Bills (Approval)
b. Account Status as of April 3, 2015 (Acceptance)
c. Investment Accounts (Acceptance)
d. Budget vs. Actual (Acceptance)

April 8, 2015 Regular Meeting – canceled by Chairman

May 13, 2015

- C. Treasurer's Report
a. Bills (Approval)
b. Account Status as of May 6, 2015 (Acceptance)
c. Investment Accounts (Acceptance)
d. Budget vs. Actual (Acceptance)
D. Extension of validity period for Water Service Permit for Lot 13, Crown "A" subdivision to July 25, 2020. Request similar to previous requests. See memorandum. (Approval)

REVIEW AND APPROVAL OF AGENDA

COMMENTS FROM PUBLIC NON AGENDA ITEMS

OLD BUSINESS None

PROJECT PROGRESS REPORTS

- A. Conventional Treatment Upgrades to Big Goose and Sheridan Water Treatment
Final Completion by June 1, 2015. SAWSJPB and City of Sheridan staff will determine what loan funds remain and what additional needed work can be done with these funds. SAWSJPB staff has asked the City of Sheridan to provide a capital improvement listing and estimates for budgeting and funding determinations going forward.
- B. Booster Station Upgrades
Contract date has been moved from May 15, 2015 to June 1, 2015. 75 days for completion. Change order on electrical work for Beaver Creek pump station. Less than 3% change in contract.
- C. Meter Replacement Project
Nearing completion of requirements for part 2 application. Awaiting loan documents from OSLLI.

D. Water Supply Share Purchase Program

Joint staff and attorneys are nearing completion of a standard purchase contract to be submitted to WWDO for their review and approval. Upon acceptance of the standard purchase contract WWDO will prepare a WWDC grant document. Following acceptance and execution of the grant document by the City Council and SAWSJPB a letter will be sent out to Park Reservoir Company shareholders informing them of the purchase program.

NEW BUSINESS

A. Consideration of new Investment Policy

SAWSJPB auditor recommended SAWSJPB update the Investment Policy because it was last updated September 1996. Dan Coughlin worked with Tony Wendtland on update. Updates minor.

(Rescind old policy and adopt new policy)

Recommended motion:

Move to rescind SAWSJPB Investment Policy dated September 12, 1996 and adopt revised policy dated May 13, 2015.

B. Submission of draft budget for Fiscal Year Ending 6/30/16 See memorandum.

Budget must be submitted to SAWSJPB by May 15. **Preliminary budget will be delivered to the SAWSJB at the meeting.**

Submission and Discussion

Department of Audit informed SAWSJPB in letter dated April 6, 2015 of new budget reporting requirements. SAWSJPB staff requested and received one year period to convert to new format.

C. Presentation of regionalization, history of SAWSJPB regional system, key consideration for a regional system and some alternative scenarios presented by Entech, Inc. with participation by SAWSJPB Administrator, SAWSJPB Project Manager and City of Sheridan Utilities Director.

Presentation and Discussion

1. A review of the definition and objectives of regionalization.
2. Current SAWSJPB regional approach compared to a limited number of other regional approaches.

ADJOURNMENT