



# Sheridan Area Water Supply Joint Powers Board



## REGULAR MEETING MINUTES WEDNESDAY, September 9, 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 Chairman Bob Rolston presiding. A quorum of members was present including; Tom Ringley, Steve Maier, and Jesus Rios. Shelleen Smith and John Heath were absent. Others present were; Rod Liesinger, SAWSJPB Administrator, Dan Coughlin, SAWSJPB Project Manager, Angie Burton, Sheridan County Administrative Assistant, Andrea Garrett, Sheridan County Planning Assistant, Tony Wendtland of Wendtland & Wendtland LLP, Mike Peacock, City of Sheridan Utility Services & SAWS Coordinator, Dan Roberts, City of Sheridan Utility Supervisor, Alex Lee, City of Sheridan Councilmember, Dave Engels, P.E., EnTech Inc., Dayton Alsaker of DOWL HKM and The Sheridan Press.

### I. CONSENT AGENDA

- A. Minutes of the August 12, 2015 Regular Meeting
- B. September 3, 2015 Treasurer's Report
  - a. Bills
  - b. Account Status
  - c. Investment Accounts
  - d. Budget vs. Actual
- C. Request to extend validity period for 10 Canyon View Drive.

**Motion by Steve Maier** to approve consent agenda as written.

**Second by Jesus Rios. Vote for approval: 4-0**

### II. REVIEW AND APPROVAL OF AGENDA

**Motion by Tom Ringley** to approve the agenda as written.

**Second by Steve Maier. 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 & Sheridan Water Treatment Plants – Update by Dan Coughlin.
- B. Booster Station Upgrades – Update by Dan Coughlin.
- C. Meter Replacement Project - Update by Dan Coughlin.
- D. WWDC Sheridan Supplemental Storage Project – Update by Dan Coughlin
- E. Watershed Control Plan Update – Update by Dan Coughlin.

### VI. NEW BUSINESS

- A. Establishment of "Water Supply Fund" checking account at First Federal Savings Bank & Interim Authorization to sign.

**Motion by Steve Maier** to establish a Water Supply Checking Account and authorize any two SAWSJPB members to sign fund transfer requests, purchase agreements and purchase checks in the interim between SAWSJPB meetings with ratification at the next meeting.

**Second by Jesus Rios. Vote for approval: 4-0**

- B. Status of work on framework for Scenario 4, City of Sheridan provides water service on a regional basis.
  - 1. Binder of documents which pertain to the current scenario and will need to be addressed in a change to another scenario have been provided to Board Members by Dan Coughlin.



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2. Letter from SAWSJPB Attorney Tony Wendtland – Presentation provided by Mr. Wendtland concerning legal matters and discussion with SAWSJPB members.
3. Framework document prepared and presented by Dan Roberts along with discussion.

Board directed staff to work up a motion, including;

- A proposed budget for a cost of service study to determine financial feasibility of scenario 4 and determine funding sources for the study. Staff will notify SAWSJPB and a special meeting may be called to approve the participation of SAWSJPB and budget for funding.

### ADJOURNMENT

The meeting was adjourned at 6:18 p.m. by Chairman Rolston.

PRESENTED BY:

*Dan Coughlin*  
Dan Coughlin, SAWSJPB Project Manager

APPROVED BY:

*Bob Rolston*  
Bob Rolston, SAWSJPB Chairman

ATTESTED BY:

*Heidi Mae*



# Sheridan Area Water Supply Joint Powers Board



Regular Meeting  
Sheridan County Commissioners Meeting Room  
Wednesday, September 9, 2015 5:00 P.M.  
MEETING AGENDA

## CALL TO ORDER

## CONSENT AGENDA

- A. Minutes of the August 12, 2015 Regular Meeting (Approval)
- B. Treasurer’s Report September 3, 2015
  - a. Bills (Approval)
  - b. Account Status (Acceptance)
  - c. Investment Accounts (Acceptance)
  - d. Budget vs. Actual (No Action)
- C. Request to extend validity period for 10 Canyon View Drive (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 Plants
- B. Booster Station Upgrades
- C. Meter Replacement Project
- D. WWDC SHERIDAN SUPPLEMENTAL STORAGE PROJECT
- E. Watershed Control Plan Update – workshop presentation to Joint City Council and SAWSJPB occurred on September 8, 2015 in City Council Chambers.  
*The plan is complete and a workshop type presentation is scheduled for September 8 prior to the City Council meeting.*

## NEW BUSINESS

- A. Establishment of “Water Supply Fund” checking account at First Federal Savings Bank & Interim Authorization to sign.  
*RECOMMENDED MOTION: Establish Water Supply Checking Account and authorize any two SAWSJPB members to sign fund transfer requests, purchase agreements and purchase checks in the interim between SAWSJPB meetings with ratification at the next meeting.* (Approval)
- B. Status of work on framework for Scenario 4, City of Sheridan provides water service on a regional basis.  
The following will be presented:
  - 1. Binder of documents which pertain to the current scenario and will need to be addressed in a change to another scenario. (Presentation & Discussion)
  - 2. Letter from SAWSJPB attorney  
*Will be presented at the meeting*
  - 3. Framework document prepared by Dan Roberts  
*Will be presented at the meeting*

## ADJOURNMENT