



# Sheridan Area Water Supply Joint Powers Board



## REGULAR MEETING MINUTES WEDNESDAY, JANUARY 13, 2016 - 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, Shelleen Smith, Mike Nickel, Alex Lee and John Heath. No Members were absent. Others present were; Dan Coughlin, SAWSJPB Project Manager, Angie Burton, Sheridan County Administrative Assistant, Andrea Garrett, Sheridan County Planning Assistant, Mike Peacock, City of Sheridan Utility Services/SAWS Coordinator, Dan Roberts, City of Sheridan Utility Supervisor, Thayer Shafer, City of Sheridan Councilmember, Jim Harmon, City of Sheridan Finance Director, Nic Bateson, City of Sheridan Public Works Director, Fletcher Davis of Hawksley Consulting, and Dave Engels of EnTech.

### I. ACKNOWLEDGMENT OF MEMBERS TO FILL TERMS ENDING JANUARY 2019

The Board acknowledged Alex Lee, City of Sheridan Councilmember and Mike Nickel, Sheridan County Commissioner to fill terms that will end January 2019.

### II. ELECTION OF OFFICERS

**Motion by** Tom Ringley to nominate Steve Maier as Chair of the SAWSJPB.

**Second by:** Mike Nickel.

**Motion by** John Heath to nominate Shelleen Smith as Chair of the SAWSJPB.

**Second by:** Alex Lee.

The Board casted secret ballots to vote on Chair. Results were three (3) votes for Steve Maier and three (3) votes for Shelleen Smith. In light of the history and need to move forward Steve Maier withdrew his name from consideration. The gavel was passed to Shelleen Smith as Chair who led the remainder of the meeting.

**Motion by** John Heath to nominate Steve Maier as Vice Chairman of the SAWSJPB.

**Second by:** Tom Ringley

**Vote for approval:** 6-0

**Motion by** Alex Lee to nominate John Heath for Secretary of the SAWSJPB.

**Second by:** Tom Ringley

**Vote for approval:** 6-0

**Motion by** John Heath to nominate Mike Nickel for Treasurer of the SAWSJPB.

**Second by:** Alex Lee

**Vote for approval:** 6-0

### III. CONSENT AGENDA

A. Minutes of the December 9, 2015 Regular Meeting

B. January 13, 2016 Treasurer's Report

a. Bills

b. Account Status

c. Investment Accounts

d. Budget vs. Actual

C. Amendment #1 Agreement for Engineering Services SAWS Booster Station Project December 2015  
DOWL HKM Contract – Booster Station Project 3

**Motion by** John Heath to approve consent agenda as written.

**Second by** Tom Ringley.

**Vote for approval:** 6-0

### IV. RECEIPT OF NOTICES OF PECUNIARY INTEREST

Individual board members provide Secretary with completed notices which will be included in minutes of meeting.



Sheridan Area Water Supply
Joint Powers Board



V. REVIEW AND APPROVAL OF AGENDA

Motion by John Heath to approve the agenda as written.
Second by Alex Lee.
Vote for approval: 6-0

VI. COMMENTS FROM PUBLIC: NON AGENDA ITEMS

None

VII. OLD BUSINESS

None

VIII. 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.

IX. NEW BUSINESS

- A. Consolidation Feasibility Study - Presentation by Fletcher Davis of Hawksley Consulting

Board Member Alex Lee asked if there might be difficulty in securing future funding for facility upgrades such as at the two treatment plants if only the City owned them vs. having joint ownership between the City and Joint Powers Board. Mr. Engels stated that the water system as originally planned and as implemented is not based upon political boundaries, rather all facilities were located based upon the most efficient means of delivering water to customers in both the City and outside the City. For the treatment plants, water from the Big Goose plant currently serves both City and outside-City customers, and water from the Sheridan plant currently serves both City and outside-City customers.

Dan Roberts explained that the Public Water System number for the whole system is in the name of the City of Sheridan already. The State sees the system as a single system.

Motion by Steve Maier to accept the Consolidation Feasibility Study as presented.

Second by John Heath.

Amended Motion by Alex Lee, with the pleasure of the initiator, to include in motion to reflect that we would direct staff to begin the research and development of the legal and governing aspects to move forward with the consolidation.

Second by John Heath.

Vote for Amendment: 6-0

Vote for Approval of Amended Motion: 6-0

ADJOURNMENT

The meeting was adjourned at 6:08 p.m. by Chair Shelleen Smith.

PRESENTED BY: Dan Coughlin, SAWSJPB Project Manager

APPROVED BY: Shelleen Smith, SAWSJPB Chair Steve Maier, Vice Chair

ATTESTED BY: John Heath



# Sheridan Area Water Supply Joint Powers Board



Regular Meeting  
Sheridan County Commissioners Meeting Room  
Wednesday, January 13, 2016  
5:00 P.M.  
MEETING AGENDA

CALL TO ORDER

ACKNOWLEDGMENT OF MEMBERS TO FILL TERMS ENDING JANUARY 2019

City of Sheridan – Alex Lee  
Sheridan County – Mike Nickel

ELECTION OF OFFICERS

Motion and seconds to nominate Chairman followed by election  
Motion and seconds to nominate Vice-Chairman followed by election  
Motion and seconds to nominate Secretary followed by election  
Motion and seconds to nominate Treasurer followed by election

CONSENT AGENDA Motion to approve the Consent Agenda as published.

A. Minutes of the December 9, 2015 Regular Meeting (Approval)

January 13, 2016

- B. Treasurer’s Report
  - a. Bills (Approval)
  - b. Account Status as of January 13, 2016 (Acceptance)
  - c. Investment Accounts (Acceptance)
  - d. Accounts Collateral (Acceptance)
  - e. Budget vs. Actual (Acceptance)

C. Amendment # 1 Agreement for Engineering Services SAWS Booster Station (Approval)  
Project December 2015 DOWL-HKM Contract – Booster Stations Project 3

RECEIPT OF NOTICES OF PECUNIARY INTEREST Individual Board members provide secretary with completed notices and they will be included in the minutes of this meeting.

REVIEW AND APPROVAL OF AGENDA Move to approve the agenda as published (or amended).

COMMENTS FROM PUBLIC      NON AGENDA ITEMS Ask if anyone from the public would like to comment on items not on the agenda.

OLD BUSINESS      None

PROJECT PROGRESS REPORTS

- A. Conventional Treatment Upgrades to Big Goose and Sheridan Water Treatment
- B. Booster Station Upgrades
- C. Meter Replacement Project

NEW BUSINESS

A. Consolidation Feasibility Study – Hawksley Consulting, Fletcher Davis (Acceptance)

ADJOURNMENT