



SHERIDAN AREA WATER SUPPLY
JOINT POWERS BOARD



REGULAR MEETING MINUTES, WEDNESDAY, MAY 9, 2018 – 5:00 P.M.
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 Chair Roger Miller presiding. A quorum of members was present including; Steve Maier, Patrick Henderson, Tom Ringley and Richard Bridger. Bob Rolston was absent. Others present were; Dan Coughlin, SAWSJPB Project Manager, Angie Burton, Sheridan County Administrative Assistant, Tony Wendtland, of Wendtland and Wendtland LLP, Mike Peacock, Dan Roberts and Ken Hirschman of the City of Sheridan, Dave Engels of EnTech Inc, Dayton Alsaker of DOWL, Sheridan Media and members of the public.

CONSIDER CONSENT AGENDA

- A. Approval of Minutes of the January 17, 2018 Regular Meeting
- B. Approval of Minutes of the January 30, 2018 Special Meeting (Planning Workshop)
- C. Approval and Acceptance of January 11, 2018 through April 25, 2018 Treasurer’s Reports
 - a) Bills
 - b) Account Status
 - c) Investment Accounts
 - d) Budget vs. Actual
- D. Approval of Request to extend validity date for Tract 1, Pleasant Valley Subdivision.
- E. Approval of DWSRF 126 Booster Stations Loan Draft Request #20.
- F. Approval of DWSRF 209 Control Valve Project Loan Draft Requests # 1 and #2.

Motion by Tom Ringley to approve consent agenda as written.
Second by Steve Maier.
Vote for approval: 4-0

REVIEW AND APPROVAL OF AGENDA

Motion by Steve Maier to amend the agenda to add item A1 Robason Claim as the first item.
Second by Tom Ringley.
Vote for approval: 4-0
Motion by Tom Ringley to approve the agenda as amended.
Second by Steve Maier.
Vote for approval: 4-0

COMMENTS FROM PUBLIC: NON AGENDA ITEMS - None

OLD BUSINESS - None

NEW BUSINESS

- A1. Robason Claim – Reports by Dan Coughlin, Ken Hirschman, Troy Robason, and David Redd. Tony Wendtland advised board to refer to SAWSJPB Rules and Regulations, Rule 24 Exemptions. Ken Hirschman reported to the board the excessive depth of the pipe and that the corporation that was tapped directly into the ductile iron main had eroded along the threads; and that it was his opinion that it could have been a faulty installation and/or faulty material that caused the failure.
Motion by Tom Ringley to grant an exception under rule 24 of the SAWSJPB Rules and Regulations and authorize a payment not to exceed \$17,000.00 for repairs due to water leak damage at 5650/5353 Big Horn Avenue; billing documentation must be provided.
Second by Steve Maier.
Vote for Approval: 5-0
- A. Submission of preliminary budget for FYE 6/30/19.
Motion by Steve Maier to accept the preliminary budget for year ending June 30, 2019 as presented.
Second by Patrick Henderson.
Vote for Approval: 5-0



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- B. Audit proposals for FYE’s 6/30/2018, 2019, 2020 – Discussion by Board.
Motion by Patrick Henderson to engage Porter, Muirhead, Cornia, & Howard for a total of \$60,600 to perform the audits for SAWSJPB for three fiscal years ending 6/30/2018, 2019, and 2020.
Second by Richard Bridger.
Vote for Approval: 3-2
- C. Engineering contract with OMP Engineering to design and install electronic booster station monitoring of meter readings – Report by Dan Coughlin.
Motion by Steve Maier to approve the contract with OMP Engineering to design and install booster station monitoring of meter readings and authorize the Chair and Secretary to sign the required documents.
Second by Tom Ringley.
Vote for Approval: 5-0
- D. Engineering contract with DOWL Engineering to design, bid, and manage contract to meter remaining booster stations – Report by Dan Coughlin and update provided by Dayton Alsaker.
Motion by Tom Ringley to approve the contract with DOWL Engineering to design, bid and manage contract to meter remaining booster stations and authorize the Chair and Secretary to sign the required documents.
Second by Richard Bridger.
Vote for Approval: 5-0
- E. Award of contract with Fletcher Construction to upgrade seventeen pressure reducing valves, replace eight pressure relief valves; adding control at Girl School PRV station and adding SCADA – Report by Dayton Alsaker.
Motion by Richard Bridger to award the contract to upgrade seventeen pressure reducing valves, replace eight pressure relief valves; adding control at the Girl School PRV station and adding SCADA and authorize the Chair and Secretary to sign required documents.
Second by Steve Maier.
Vote for Approval: 5-0
- F. Update of SAWSJPB Development Review and Permitting Procedure – Report by Dan Coughlin.
Motion by Steve Maier to rescind the May 10, 2006 procedure and adopt the May 9, 2018 procedure allowing SAWSJPB Administrator to make interim changes as needed from time to time to be ratified at a subsequent meeting of the SAWSJPB.
Second by Tom Ringley.
Vote for Approval: 5-0
- G. Purchase of 65 shares of Park Reservoir Company – Report by Dave Engels.
Motion by Tom Ringley to purchase sixty-five shares of Park Reservoir Company and authorize any two SAWSJPB members to sign the required documents.
Second by Steve Maier.
Vote for Approval: 5-0
- H. Discussion with Roy Garber regarding Garber-Agri Business Inc and Chip Campbell’s proposal to fund extension of a water transmission main east on Bird Farm Rd and north on McCormick Rd. – No Action was taken.

Motion by Steve Maier to adjourn meeting. Second by Tom Ringley. Vote for Approval 5-0.
ADJOURNMENT at 6:46 p.m.

SHERIDAN AREA WATER SUPPLY
JOINT POWERS BOARD:


Roger Miller, Chair

Attest:


SAWSJPB RULES AND REGULATIONS

24. **Exemptions to Rules and Regulations**

The Board has the power and the sole discretion on a case-by-case basis to hear and decide exemptions to these Rules. The Board may allow an exemptions only if:

a. For reasons fully set forth by the Board, the circumstances or conditions are such that strict application of these Rules would place an unfair, unnecessary, or undue hardship upon the consumer as determined by the Board;

a. The granting of any exemption is consistent with the general purposes and intent of these Rules, and will not be injurious or unfair to other Customers or Users provided with SAWSJPB service or otherwise detrimental to the public welfare; and

c. Any exemption granted is the reasonable minimum adjustment that will accomplish this purpose as determined by the Board.



Sheridan Area Water Supply Joint Powers Board



Regular Meeting: Sheridan County Commissioners Meeting Room

Wednesday, May 9, 2018, 5:00 P.M.

MEETING AGENDA

CALL TO ORDER

CONSENT AGENDA

- A. Minutes of the 1/17/18 Regular Meeting (Approval)
- B. Minutes of the 1/30/18 Special Meeting (Planning Workshop) (Approval)
- C. Treasurer's Reports: 1/11/18 through 4/25/2018 (Approval)
 - a. Bills (Approval)
 - b. Account Status (Acceptance)
 - c. Investment Accounts (Acceptance)
 - d. Budget vs. Actual (Acceptance)
- D. Request to extend validity date for Tract 1, Pleasant Valley Subdivision. (Approval)
- E. DWSRF 126 Booster Stations Loan Draft Request #20 (Approval)
- F. DWSRF 209 Control Valve Project Loan Draft Requests #1 and #2 (Approval)
- G. First Federal Bank & Trust Application for Deposit of Public Funds (Approval)

REVIEW AND APPROVAL OF AGENDA

COMMENTS FROM PUBLIC NON AGENDA ITEMS

OLD BUSINESS None

NEW BUSINESS

- A. Submission of preliminary budget for FYE 6/30/19
Recommended motion: Move to accept submission of preliminary budget. (Acceptance)
- B. Audit proposals for FYE's 6/30/2018, 2019 and 2020
Recommended motion: Move to engage (selected auditor) to perform the audits for SAWSJPB for the FYE's 6/30/2018, 2019 and 2020. (Select Auditor)
- C. Engineering contract with OMP Engineering to design and install electronic booster station monitoring of meter readings
Recommended motion: Move to approve contract with OMP Engineering to design and install booster station monitoring of meter readings and authorize the Chair and Secretary to sign the required documents. (Approval)
- D. Engineering contract with DOWL Engineering to design, bid and manage contract to meter remaining booster stations.
Recommended motion: Move to approve the contract with DOWL Engineering to design, bid and manage contract to meter remaining booster stations and authorize the Chair and Secretary to sign the required documents. (Approval)



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- E. Award of contract with Fletcher Construction to upgrade 17 pressure reducing valves, replace 8 pressure relief valves, adding control at Girl School PRV station and adding SCADA.

Recommended motion: Move to award the contract to upgrade 17 pressure reducing valves, replace 8 pressure relief valves, adding control at Girl School PRV station and adding SCADA and authorize the Chair and Secretary to sign the required documents.

(Approval)

- F. Update of SAWSJPB Development Review and Permitting Procedure

Recommended motion: Move to rescind the May 10, 2006 procedure and adopt May 9, 2018 procedure allowing SAWSJPB Administrator to make interim changes as needed from time to time to be ratified at a subsequent meeting of the SAWSJPB.

(Approval)

- G. Purchase of 65 shares of Park Reservoir Company

Recommended motion: Move to purchase of 65 shares of Park Reservoir Company and authorize any two SAWSJPB to sign the required documents

(Approval)

- H. Discussion with Roy Garber and Chip Campbell of proposal to fund extension of a water transmission main east on Bird Farm Rd and north on McCormick Rd. See attached letter of March 9, 2018 and staff memo.

(Discussion)

ADJOURNMENT