



**REGULAR MEETING MINUTES, WEDNESDAY, OCTOBER 7, 2020 – 5:00 P.M.  
SHERIDAN COUNTY COURTHOUSE, PUBLIC MEETING ROOM #202**

*Note: Special Accommodation for Social Distancing:*

*Meeting was be conducted by Chair Roger Miller; other members were present. Meeting was open to the public.*

The regular meeting of the Sheridan Area Water Supply Joint Powers Board was called to order at 4:59 p.m. with Chair Roger Miller presiding. A quorum of members was present including; Nick Siddle, Tom Ringley, and Jacob Martin. Christi Haswell and Aaron Linden were absent. Others present were; Dan Coughlin, SAWSJPB Project Manager, Anny Birkholz SAWSJPB Administrative Assistant, Mike Peacock, Stuart McRae and Dan Roberts of the City of Sheridan, Tad Rosenlund of DOWL, and Todd Grieg, member of the public.

**CONSIDER CONSENT AGENDA**

- A. Approval of Minutes of the July 15, 2020 Regular Meeting
- B. Approval of Minutes of the August 4, 2020 Special Meeting
- C. Approval of Minutes of the September 17, 2020 Special Meeting
- D. Approval and Acceptance of July 7, 2020 through October 5, 2020 Treasurer's Reports
  - a) Bills
  - b) Account Status
  - c) Investment Accounts
  - d) Budget vs. Actual

**REVIEW AND APPROVAL OF CONSENT AGENDA**

**Motion by Tom Ringley to approve the Consent Agenda**

**Second by Jacob Martin**

**Vote for approval: 4-0**

**REVIEW AND APPROVAL OF AGENDA**

**Motion by Nick Siddle to approve the Agenda**

**Second by Tom Ringley**

**Vote for approval: 4-0**

**COMMENTS FROM PUBLIC: NON AGENDA ITEMS** - None

**OLD BUSINESS** – None

**NEW BUSINESS**

- A. Setting Regular meeting schedule for 2021
  - a. January 13, 2021 at 5:00PM
  - b. May 12, 2021 at 5:00PM
  - c. July 14, 2021 at 12:00PM
  - d. October 13, 2021 at 5:00PM

**Motion by Jacob Martin to approve Schedule for 2021**

**Second by Nick Siddle**

**Vote for Approval: 4-0**



B. Todd Greig requests a variance from the SAWSJPB Rules and Regulations requirement that separate lots require separate services for his property currently addressed as 6707 and 6705 Big Horn Avenue. The rule is required to avoid conflicts between owners of separate lots served by the same water service. The property owner owns the water service from the main to the point(s) of use. The reason for the request is that while the current service serves only one lot at present, a minor subdivision is being sought which will create two lots where there had only been one. The current service from the main is divided on the property such that there are separate meters to each point of use. Todd Greig wishes to avoid boring Big Horn Avenue to install a new service from the main to the points of metering to avoid possible damage to several existing utilities.

**Motion by** Nick Siddle to approve exception the Rules and Regulations in this case to avoid possible damage to existing utilities. Conditions for the approval are:

- a. Current owner will prepare a document assigning a 50 % share in any cost associated with the single service from the main to the point of division prior to metering.
- b. Any easement needed to allow for any water service to cross through one of the lots to the other must be established.
- c. All liability for the single service from the main serving the two separate lots will be the sole responsibility of the owners of the two separate lots. SAWSJPB will have no liability or responsibility for the single water service.

All these requirements shall be set forth in a document satisfactory to the SAWSJPB attorney, Tony Wendtland and the SAWSJPB will not be required to execute any agreement not acceptable to the SAWSJPB attorney.

**Second by** Tom Ringley

**Vote for approval** 4/0

- C. Presentation and discussion of requiring main line extensions rather than installing individual services lines  
Due to unforeseen circumstances, the Project Manager was not able to complete the report and will provide the SAWSJPB with a written report in the near future.
- D. Report of Coffeen Waterline Relocation Project provided by Tad Rosenlund. Tad Rosenlund provided answers to the Board on the current project. Project is set to start on October 12, 2020. Public meeting will be held...
- E. Tom Ringley asked Dan Coughlin and Dan Roberts if SAWSJPB had sufficient water supply to serve more development. Dan Roberts committed to preparing a report for the SAWSJPB, based on the recently completed Master Plan and water supply purchases.

ADJOURNMENT at 5:28 PM

**Motion by** Tom Ringley to adjourn

**Second by** Nick Siddle

**Vote for Approval:** 4/0

SHERIDAN AREA WATER SUPPLY  
JOINT POWERS BOARD:

  
Chair

Attest:







Sheridan Area  
Water Supply  
JOINT POWERS BOARD

224 South Main Street, Suite 428  
Sheridan, WY 82801

Phone (307) 675-2930  
Fax (307) 674-2927

Regular Meeting: Sheridan County Commissioners Meeting Room

Wednesday, October 7, 2020 5:00 P.M.

MEETING AGENDA

CALL TO ORDER

CONSENT AGENDA

- A. Minutes of the July 15, 2020 Regular Meeting (Approval)
- B. Minutes of the August 4, 2020 Special Meeting (Approval)
- C. Minutes of the September 17, 2020 Special Meeting
- D. Treasurer's Reports: 7/10/2020 through 10/2/2020 (Approval)
  - a. Bills (Approval)
  - b. Account Status (Acceptance)
  - c. Investment Accounts (Acceptance)
  - d. Budget vs. Actual (Acceptance)

REVIEW AND APPROVAL OF AGENDA

COMMENTS FROM PUBLIC NON AGENDA ITEMS

OLD BUSINESS -none

NEW BUSINESS

- A. Setting Regular meeting schedule for 2021
  - a. January 13, 2021 at 5:00PM
  - b. May 12, 2021 at 5:00PM (Approval)
  - c. July 14, 2021 at 12:00PM
  - d. October 13, 2021 at 5:00PM
- B. Todd Greig request for a variance from rules and regulations  
*Report and Memorandum from Dan Coughlin* (Approval)
- C. Presentation and Discussion of requiring main line extensions rather than installing service lines  
*By Dan Coughlin* (No action needed)
- D. Report of Coffeen Waterline Relocation Project  
*By DOWL* (No action needed)

ADJOURNMENT