



SHERIDAN AREA WATER SUPPLY  
JOINT POWERS BOARD



**REGULAR MEETING MINUTES, WEDNESDAY, OCTOBER 10, 2018 – 5:00 P.M.**  
**SHERIDAN COUNTY COURTHOUSE, COMMISSIONERS MEETING ROOM #210**

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 and Bob Rolston. Tom Ringley and Richard Bridger were absent. Others present were; Dan Coughlin, SAWSJPB Project Manager, Anny Birkholz, SAWSJPB Administrative Assistant, Angie Burton, Sheridan County Administrative Assistant, Tony Wendtland, of Wendtland and Wendtland LLP, Mike Peacock and Dan Roberts of the City of Sheridan and Dayton Alsaker of DOWL.

CONSIDER CONSENT AGENDA

- A. Approval of Minutes of July 11, 2018 Regular Meeting
- B. Approval and Acceptance of July 7, 2018 through October 5, 2018 Treasurer’s Reports
  - a) Bills
  - b) Account Status
  - c) Investment Accounts
  - d) Budget vs. Actual

**Motion by Bob Rolston to approve consent agenda as written.**

**Second by Steve Maier**

**Vote for approval: 4-0**

REVIEW AND APPROVAL OF AGENDA

- A. Roger Miller added to discuss a letter to the Powder Horn after Item E on Agenda.

**Motion by Steve Maier to approve agenda as amended.**

**Second by Patrick Henderson**

**Vote for approval: 4-0**

COMMENTS FROM PUBLIC: NON-AGENDA ITEMS - None

OLD BUSINESS - None

NEW BUSINESS

- A. Approval for SAWSJPB Quarterly meeting schedule for calendar year 2019.  
**Motion by Steve Maier to approve meeting schedule for calendar year 2019.**  
**Second by Bob Rolston.**  
**Vote for Approval: 4-0**
- B. Approval for Change Order # 1 Control Valve Project – Replace broken valve. Update was done by Dan Coughlin.  
**Motion by Bob Rolston to approve Change Order # 1 Control Valve Project to replace broken valve.**  
**Second by Steve Maier.**  
**Vote for Approval: 4-0**
- C. Approval of SAWSJPB Meter Upgrade Contract going with the sole bidder Westin Mechanical.  
**Motion by Bob Rolston to approve SAWSJPB Meter Upgrade Contract going with the sole bidder Westin Mechanical.**  
**Second by Patrick Henderson.**  
**Vote for Approval: 4-0**
- D. Completion of terms of Contingent water service agreement with Old Apostolic Lutheran Church and transfer of WDEQ permit to construct from SAWSJPB to OALC for water main. Update by Dan Coughlin, he supplied a handout explaining the water lines of the Church.



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**Motion by** Steve Maier to accept report on the completion of the terms of the contingent water service agreement with Old Apostolic Lutheran Church.

**Second by** Bob Rolston

**Vote for Approval:** 4-0

E. Final acceptance of waterlines and appurtenances in Creekside Cabin Subdivision. Terms of water services agreement are done. Update by Dan Coughlin.

**Motion by** Steve Maier for acceptance of waterlines and appurtenances in Creekside Cabins Subdivision.

**Second by** Patrick Henderson.

**Vote for Approval:** 4-0

F. Approval to send letter to the Powder Horn written by Dan Coughlin which was supplied to the board. The letter was found to be acceptable and to be signed by the Chair with a current date, remove name and Cc Dave Engels.

**Motion by** Steve Maier to approve letter to be sent with updates.

**Second by** Bob Rolston.

**Vote for Approval:** 4-0

Patrick Henderson exited @ 5:17 pm due to scheduling conflict.

G. Presentations done by Dayton Alsaker.

- a. Update on Booster Station Metering Project.
- b. Update on Control Valve Project.
- c. Update on Water Master Plan for Sheridan and SAWSJPB.
- d. Discussion and questions.

Motion by Bob Rolston to adjourn meeting. Second by Steve Maier. Vote for Approval 3-0.

ADJOURNMENT at 5:56 p.m.

SHERIDAN AREA WATER SUPPLY  
JOINT POWERS BOARD:

Roger Miller, Chair

Attest:





# Sheridan Area Water Supply Joint Powers Board



**Regular Meeting: Sheridan County Commissioners Meeting Room**  
**Wednesday, October 10, 2018, 5:00 P.M.**  
**MEETING AGENDA**

CALL TO ORDER

REVIEW AND APPROVAL CONSENT AGENDA

A. Minutes of the 7/11/2018 Regular Meeting	(Approval)
B. Treasurer's Reports:7/7/2018 through 10/5//2018	(Acceptance)
a. Bills	(Approval)
b. Account Status	(Acceptance)
c. Investment Accounts	(Acceptance)
d. Budget vs Actual	(Acceptance)

REVIEW AND APPROVAL OF AGENDA

OLD BUSINESS                      NONE

COMMENTS FROM PUBLIC    NON AGENDA ITEMS

NEW BUSINESS

A. SAWSJPB quarterly meeting schedule for calendar year 2019	(Approval)
B. Change Order # 1 Control Valve Project – Replace broken valve. Approved by Project Manager under resolution no.16-9-22-2 “Routine approvals of change orders for construction contracts previously approved by the Board up to a maximum amount of Twenty Thousand Dollars (\$20,000.00 US) per distinct change order;”	(Approval)
C. SAWSJPB Meter Upgrade Contract with Westin Mechanical. Westin Mechanical sole bidder. Under engineers estimate.	(Approval)
D. Final completion of terms of Contingent Water Service Agreement with Old Apostolic Lutheran Church. Transfer of WDEQ permit to construct from SAWSJPB to OALC for water main.	(Acceptance)
E. Final Acceptance of water lines and appurtenances in Creekside Cabins Subdivision. Terms of Contingent Water Service Agreement are complete.	(Acceptance)
F. Update on Water Master Plan for Sheridan and SAWSJPB Dayton Alsaker of DOWL will update.	(Presentation)
G. Update on Booster Station Metering Project Dayton Alsaker of DOWL will update.	(Presentation)
H. Update on Control Valve Project Dayton Alsaker of DOWL will update.	(Presentation)

ADJOURNMENT