



Sheridan Area Water Supply Joint Powers Board

MEETING MINUTES

September 12, 2007



A meeting of the Sheridan Area Water Supply Joint Powers Board (SAWS-JPB) was called to order at the Sheridan County BOCC. Chairman Dave Kinskey presided and convened the meeting. A quorum of board members was present including: Vice Chairman Stephen Maier, Commissioner Terry Cram, Commissioner Robert Rolston and Councilor Robert Webster. Others present were: SAWS Administrator Jay Stender, Tony Wendtland (Wendtland & Wendtland, LLC), John Bigelow (City of Sheridan Councilor), Art Elkins (City of Sheridan Accounting), Mike Cole (City of Sheridan), Dayton Alsaker (HKM), Bill Mentock (Engineering, Inc) and members of the media and public.

I. CALL TO ORDER

- A. Chairman Dave Kinskey called the meeting to order at 5:10 pm.
- B. The meeting was recorded for transcription purposes.

II. APPROVAL OF AGENDA

Motion made to approve the meeting agenda as amended.

Motion made by: Steve Maier

Motion seconded by: Bob Webster

Vote for approval: 5-0, motion carries

Discussion: The board would like to add an item E – Special Session under new business to discuss a potential special meeting of the Sheridan Area Water Supply Joint Powers Board. Board agenda was approved with the proposed addition to discuss options for a special session to implement rate changes.

III. REVIEW AND APPROVE MEETING MINUTES

Motion made to approve the August 8, 2007 meeting minutes as written.

Motion made by: Terry Cram

Motion seconded by: Bob Rolston

Vote for approval: 5-0, motion carries

Discussion: None.

IV. TREASURER'S REPORT

Motion made to accept the treasurer's report as presented.

Motion made by: Bob Rolston

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Motion seconded by: Bob Webster
Vote for approval: 5-0, motion carries

Discussion: The board would like to adjust the budget tracker and include the date the new figures are and to assure that the headers are clear related to budget. The ideal is to present the data as % remaining of budgeted amount.

V. PUBLIC COMMENTS

A. Mike Watkins

Mr. Watkins informed the board that his neighbor, Mr. Romanjenko, was delighted with the City and Saws' helpfulness in the tap application process and required permits. Romanjenko resides on SH 335.

VI. OLD BUSINESS

A. Administrator's Report

Jay Stender presented the board with his administrator's report for the month. He commented on the recent WYO STAR account updates not posted (current effective August 31, 2007) for the board meeting due to Wyo Star updates. Stender provided the board on a the letter from Excel Construction related to project staffing and confirmed that Twin Lakes surveying (dam structure and wetland monitoring wells) was being done by Prestfeldt (it is within the SAWS budget). The compliance need for survey was presented to the board in August. SAWS and City of Sheridan made ther annual Permanent Mineral Trust Fund (account # 5240-1063). Reports on status of Vista West's- airport water line to short road, and the audit. The audit is being held up because both the City and SAWS are trying to get their cash position lined up from the end of the year (June 30, 2007). Un of Wyoming, funded by WWDC, is preparing a report addressing rural water systems and rural growth. Stender provided the board with some questions that may be asked of them related to the SAWS impact on the community. UW plans to contact some of the board members. The SAWS tap application form has been revised and is in the packet for board approval, and Stender will be heading down to Cheyenne for meetings with the DEQ, States West (water acquisition) and other agencies on Friday, September 14, 2007.

Discussion: The board requested a few wording changes for the new tap application. They would like domestic use to be stressed on the application, and the first few words of bullet 7 to be deleted. Chairman Kinskey asked Art Elkins to come to the microphone and briefly discuss how and why SAWS is charged for water utility billing. Mr. Elkins recommended that the City and SAWS sit down to work out the issues in the Operating Agreement. Mike Cole agreed with Mr. Elkins that the Operating Agreement needs to be worked on and that the City does not bill SAWS according to the Operating Agreement. If they did then SAWS' cost to the City would be greater.

VII. NEW BUSINESS

A. CWSA – The Grove, Falls West Power Horn Ranch

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Discussion: Stender told the board that individual “phase” water service agreements are needed for each new portion of the Powder Horn Ranch PUD. The reason SAWS started doing water service agreements, at the phase level, for the Powder Horn was to establish exactly what was being built at the Powder Horn and how many taps and how much water would be required. The board would like Jay to get all the taps accounted for at the Powder Horn and get the water service agreements written and in place. Irrigation is not an issue at the Powder Horn. The CWSA up for approval tonight is a phase of Powder Horn II. Mr. Mentock asked that the number of lots be changed from 21 lots to 22 lots. The water service agreement will be edited to meet the changes and an accounting of taps will be provided to the Board in October.

Recess for 10 minutes at 6:02 pm

Reconvene meeting at 6:12 pm

Motion made to approve Falls West and the Grove - Powder Horn II provided that Jay give a full tap count of the Powder Horn at the next board meeting.

Motion made by: Bob Webster

Motion seconded by: Dave Kinskey

Vote for approval: 5-0, motion carries

Amendment 1 – motion made to change the number of lots/taps of Falls West and the Grove - Powder Horn II from 21 lots to 22 lots.

Motion made by: Bob Rolston

Motion seconded by: Terry Cram

Vote for approval: 5-0, motion carries

Amendment 2 – motion made to carry the number of taps changed in amendment 1 throughout the entire document.

Motion made by: Steve Maier

Motion seconded by: Bob Rolston

Vote for approval: 5-0, motion carries

B. CWSA - Goldhammer

Discussion: Stender brought a sketch plat of the Goldhammer subdivision, located north of Bird Farm Road to the board. This was a mere introduction to the project. It is a potential CWSA that the board will need to discuss and make determination when the appropriate information is forthcoming. Jay said this is just for their information and Mentock still needs to make a formal application to the board for a CWSA prior to any action. Contingent Water Service Agreements have specific submittals prior to board action.

C. SAWS Rule Changes

Discussion: The board deferred discussion to the Executive Session.

D. SAWS Accounting

Discussion: If SAWS takes over its own billing it will directly effect the operating agreement. The board feels that there is not enough information provided for them to make a decision at this time. Steve Maier asked that Jay create an abbreviated business plan for billing and include all the anticipated costs. He said that if it turns out to be profitable, the board is looking at an effective date of July 1, 2008. Chairman Kinskey suggested that Jay also look into an internet company doing the actual billing.

E. Special Session

Discussion: The board discussed holding a special meeting on September 18th to adopt or reject the rate change resolution and discuss other rule changes. The board could not find time to all get together, so the rate resolutions will be decided upon at the regular October board meeting on October, 10, 2007.

VIII. EXECUTIVE SESSION

The board moved into an Executive Session at 6:50 pm.

Motion made to move into the Executive Session.

Motion made by: Bob Rolston

Motion seconded by: Steve Maier

Vote for approval: 5-0, motion carries.

Board Reconvened at 7:35, no action taken

IX. ADJOURNMENT

A. The meeting was adjourned at the conclusion of the Executive Session at 7:35 pm by Chairman Dave Kinskey.

APPROVED BY: _____

ATTESTED BY: _____