



# Sheridan Area Water Supply Joint Powers Board



## MEETING MINUTES

July 16, 2008

@ 5:01 pm

A meeting of the Sheridan Area Water Supply Joint Powers Board (SAWS-JPB) was called to order at Sheridan City Hall. Chairman Steve Maier presided over and convened the meeting. A quorum of board members was present including: Terry Cram, Robert Rolston Mayor Dave Kinsky and Robert Webster. Marc Ketcham was absent. Others present were: SAWS Administrator Jay Stender, Dayton Alsaker, Mike Cole, Steve Rucki, Tony Wendtland, and members of the media and public.

### I. CALL TO ORDER

A. Chairman Steve Maier called the meeting to order at 5:01 pm.

### II. APPROVAL OF AGENDA

**Motion made to approve the July 16, 2008 meeting agenda as amended. (Item 8 (a) to be moved to the executive session portion of the agenda)**

**Motion made by: Dave Kinsky**

**Motion seconded by: Bob Rolston**

**Vote for approval: 5-0, motion carries**

### III. REVIEW AND APPROVE MEETING MINUTES

**Motion made to approve the June 11, 2008 minutes.**

**Motion made by: Dave Kinsky**

**Motion seconded by: Terry Cram**

**Vote for approval: 5-0, motion carries**

Discussion: None.

#### IV. REVIEW AND APPROVAL OF THE TREASURER'S REPORT & BUDGET TRACKER

- A. Accounting records for transactions in through July 09, 2008.

**Motion made to accept the July 2008 treasurer's report and budget tracker as presented.**

**Motion made by: Dave Kinskey**

**Motion seconded by: Bob Rolston**

**Vote for approval: 5-0, motion carries**

- B. Year End Balance Sheet (Steve Rucki)-The FY 2007-2008 Financial Statement along with a letter concerning depreciation was presented (included in board packet). Steve informed the board that depreciation expense is recorded at the end of every year. All net income is used to pay debt service as well as expenses.

- C. Budget Comments-Pursuant to W.S. 16-4-109 (a)--No comments

#### V. ADMINISTRATOR'S REPORT -- None presented

#### VI. COMMENTS FROM THE PUBLIC

- A. Bob Marosok—Mr. Marosok questioned the availability and cost of the two taps and the replacement of trees as it relates to his easement agreement. He was informed by the board that the Plant Investment Fee for the two taps would need to be paid in order for them to be installed. Steve Maier will also check with Dayton Alsaker of HKM regarding the replacement of trees that were removed during water line construction. Mr. Marosok also questioned the location of a meter pit. Mike Cole informed the Mr. Marosok that the meter pit in question for blow off purposes and is located in the correct area.
- B. Ralph Johns—Mr. Johns (of 2 Big Horn Meadows Dr), expressed his concern over an increase in his water bill due to using his water for irrigation. Steve Maier reiterated the fact to those in attendance, that SAWS treated water is designed for residential use and not irrigation. The tiered fee schedule is designed to reduce non-essential water usage.

## VII. OLD BUSINESS

- A. SAWS Administrator/Administration—Steve Maier informed the board that the position of Administrator has been advertised and several interviews have been conducted. At this time the interview committee is not prepared to make a recommendation

Currently Mike Cole and his staff at the City of Sheridan has been assisting the county with the daily operations of SAWS.

### Discussion:

Terri Cram inquired as to whether the position could be staffed on a part-time basis. Jay Stender stated that he felt that an independent administration would be best for negotiations, loans, and other operational issues. In addition there may be some additional operational or legal issues involved with the 20-inch line before it's completion. Bob Rolston communicated the fact that he would like to move cautiously and keep the lines of communications open. Steve will re-advertise for the position with an updated job description to include the possibility of a part-time administrator.

## VIII. NEW BUSINESS

- A. Contingent Water Service Agreement-Big Horn School—This item was moved to the Executive Session portion of the meeting. Per motion on agenda.
- B. Palm Tap Consideration—A letter from John W. Palm included in the board packet was presented.

**Motion made to accept the two taps from Mr. Palm and to reimburse Mr. Palm in the amount of \$2700.48 in August 2008.**

**Motion made by: Dave Kinskey**

**Motion seconded by: Bob Rolston**

**Vote for approval: 5-0, motion carries**

**IX. EXECUTIVE SESSION**

**Motion made to move to executive session for the purpose of discussion of a contingent water service agreement with Big Horn School. Tony Wendtland (legal counsel) and Susan Stewart (Clerk to SAWS-JPB) invited to attend.**

**Motion made by: Bob Rolston**

**Motion seconded by: Dave Kinskey**

**Vote for approval: 5-0, motion carries**

**VIII.ADJOURNMENT**

**Motion to adjourn the July 16, 2008 Meeting at 6:36 p.m.**

**Motion by: Bob Rolston**

**Motion Seconded by: Dave Kinskey**

**Vote for Approval: 5-0, motion carries**

APPROVED BY: \_\_\_\_\_

ATTESTED BY: \_\_\_\_\_