

## Burns Utility Board

October 6, 2014

The Burns Utility Board met in regular session on October 6, 2014. Members present were Board Members Harry Pauli, Matt Fields, Ralph Bartels, and Steve Newton. Board Member Harvey Humphrey was absent from this meeting. Also present was Town clerk Toni McNamar, Town Maintenance Ted Kellner and Darius Mandel, Scott Cowley with AVI, and Mayor Judy Johnstone.

At 6 pm acting Board President Steve Newton called the meeting to order and the Pledge of Allegiance was preformed. Those present were informed the meeting was being recorded.

### **APPROVAL OF MINUTES**

Board Member Pauli moved to approve the minutes of the September 2, 2014. Utility board meeting. Board Member Bartels seconded this motion. Motion carried.

### **APPROVAL OF TREASURER'S REPORT**

Board Member Pauli moved to approve the Treasurers report as presented. Board Member Bartels seconded this motion. Motion carried.

Board Member Matt Fields moved to nominate Board Member Bartels as the Utility Board President. Board Member Pauli seconded this motion. Motion carried.

At this point Board President Bartels took control of the meeting.

### **AGENDA REQUESTS**

Scott Cowley was present and discussed briefly the meeting that he had just attended regarding water rights in Laramie County.

Scott Cowley was present to discuss the results of cameraing the South Luther Ave sewer line. It was reported that from Second Street to behind the community center the line is clay pipe and from the community center to behind the library is PVC pipe but it appears to have a bow in it allowing water to stand. Scott Cowley reported that the service connections look good.

Scott reported that he had prepared a rough estimate to include replacing 450 feet of pipe, installing two manholes and an inspection point at the end of the line behind the library for maintenance, and also a 1500 gallon grease trap at the community center. The estimate was for \$80,000.00.

Toni suggested that we use the SLIB funding that we have received to purchase the grease trap as it is an improvement to the community center along with the internal plumbing that will be done in the community center. There was discussion on how to bid this project. Scott Cowley reported that it is really a two part project for most contractors would have to hire subcontractors.

Town Clerk Toni McNamar reported that she believes it could be bid as one project. It is our project and the contractor will have to bid it to what we want regardless if they need to hire subcontractors or not.

Ralph Bartels was in agreement to bid the entire project at the same time.

Board Member Newton moved to proceed with the Luther sewer line replacement, community center grease trap, and any necessary plumbing to be done inside the Community Center. Board Member Pauli seconded this motion. Motion carried.

Scott Cowley reported that the UPRR Utility Crossing is complete and came in a bit under budget. Scott Cowley reported that he may be asking for an additional amount for engineering as getting the permits from UPRR was much more involved than planned. Scott Cowley will put together a letter requesting this.

### **MAINTENANCE REPORT:**

The Maintenance report was reviewed. Ted reported that the plug had been installed in the new water tower and both water towers had been inspected.

Ted reported that the A2 well is up and running again after some fuse issues.

Darius asked the board if they could put a meter and meter pit down at the CoOp metal building. There is currently a service line into the building. This would allow the fertilizer department to get water as needed and not have to worry about the meter on the hydrant freezing. The board was in agreement to do this but to charge the CoOp the bulk water rate rather than the residential rate.

Board Member Newton moved to install the meter pit and meter at the CoOp and sell them the water at the bulk water rate. Board Member Pauli seconded this motion. Motion carried.

### **CLERK'S REPORT**

Town Clerk Toni McNamar reported that she had attended water school in Cody. She reported that she learned how to properly do the lagoon discharge permits, and that there was lots of discussion on rates and future funding of projects.

Town Clerk Toni McNamar presented the board with a five year plan for rate increases for them to review. The board reviews rates every January and increases usually start in February. Toni asked that the board review these rates and come to the next meeting with their recommendations. Toni reported that the town of Burns has the lowest utility rates in Wyoming and even with the five year plan of increase we will still have the lowest rates in Wyoming.

Toni reported that the water fill station is in and we just need to have WG Electric to come in and connect it. Toni reported the EleMech will be coming on the 20<sup>th</sup> to help us with the software and how to operate it. She reported that we would need to purchase a lap top that we can carry to the fill station to program information into it.

Toni also reported that she was trying to get Rural Water to come to Burns in December and teach some water and wastewater classes.

### **UTILITY BOARD PRESIDENT'S REPORT**

#### **MEMBER REPORTS**

Board Member Humphrey was absent from this meeting.

Board Member Pauli inquired about the sewer smell in the building and asked if it was as bad as some have stated that it was. Ted Kellner reported that we had tested it with our monitoring equipment and it did not even register. Ted reported that there is a difference between an odor and a hazardous gas. We have done many things to correct this issue since we moved in here and even though it is much better than it was in the past, from time to time the smell still arises. We will continue to "chase" the odor when it happens, and hopefully will one day finally completely correct the problem.

Board Member Fields had nothing to report.

**NEW BUSINESS:**

The board was presented with a bill from Ron McDonald in the amount of \$1200.00 which was the cost to replace the asphalt in his drive way which was removed during the utility crossing project. Board Member Pauli moved to pay the bill out of the 2012 6<sup>th</sup> Penny Project fund as this was a 6<sup>th</sup> penny project. Board Member Newton seconded this motion. Motion carried

**APPROVAL OF VOUCHERS**

Board Member Pauli moved to approve the vouchers. Board Member Newton seconded this motion. Motion carried.

**ANNOUNCEMENTS:**

November 3<sup>rd</sup> 6 pm Utility Board Meeting

At 7:26 pm Board Member Pauli moved to adjourn. The next meeting of the Burns Utility Board is scheduled for November 3, 2014 at 6pm.

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Board President Ralph Bartels

Attest:

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Utility Board Secretary Toni McNamar