

INFORMATION PACKET

Friday, February 24, 2023



TABLE OF CONTENTS

CITY OF CASPER DOCUMENTS & INFORMATION

The Grid - Schedule of Council Meetings & Addendum	2
Code Enforcement Clean Up 02.17.23	6
Ford Wyoming Center Calendar March 2023	22
Proposed LAD Chinook Trail Letter 02.23.23	23

WAM DOCUMENTS & INFORMATION

WAM Info 2023 WY Legislature - Week 6	24
---	----

AGENCIES, BOARDS AND COMMITTEES DOCUMENTS & INFORMATION

Central WY Regional Water System JPB minutes 01.17.23	27
Contractor's Licensing and Appeals Board minutes 02.16.23	36

C.A.S.P.E.R.

Communication Accountability Stewardship Professionalism Efficiency Responsiveness

The Grid
A working draft of Council Meeting Agendas

February 28, 2023 Councilmembers Absent:

Work Session Meeting Agenda Items	Recommendation	Begin Time	Allotted Time
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
Meeting Follow-up		4:30	5 min
Casper Area Transit Electric Fleet Conversion Study Update	Information Only	4:35	30 min
Metro Generator	Direction Requested	5:05	20 min
Council Leadership Selection Process	Direction Requested	5:25	30 min
Creation of Local Assessment District No. 159 – Westridge Improvements	Direction Requested	5:55	30 min
Legislative Update		6:25	20 min
Agenda Review		6:45	20 min
Council Around the Table		7:05	20 min
Approximate Ending Time:			7:25

March 7, 2023 Councilmembers Absent:

Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
Pre-Meeting: LGBTQ Committee Update					
Pre-Meeting: River Grant					
Approval of 2/7 Minutes					C
Approval of 2/7 Exec Session Minutes					C
Approval of 2/21 Minutes					C
2nd Reading: An Ordinance Amending Casper Municipal Code Chapter 1.04 - General Provisions.			N		
3rd Reading: Flag Lot Ordinance			N		
3rd Reading: Setbacks for PH Zoning			N		
Authorizing a Contract for Professional Services with Baseline Engineering Corporation for the 2023-2027 Closed Balefill Monitoring and Reporting, Project No. 22-071.				C	
Authorize a Contract for Professional Services with Burns & McDonnell Engineering Company, Inc., in the amount not to exceed \$169,572, for the 2023 to 2027 Casper Solid Waste Annual Title V Reporting Project No. 22-072.				C	
Authorizing the Creation of Local Assessment District No. 159 – Westridge Improvements.				C	

The Grid
A working draft of Council Meeting Agendas

March 14, 2023 Councilmembers Absent:

Work Session Meeting Agenda Items	Recommendation	Begin Time	Allotted Time
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
Meeting Follow-up		4:30	5 min
Platte River Trails New Director Rachel Spear	Information Only	4:35	5 min
EKW Easement	Direction Requested	4:40	20 min
Poplar and CY Intersection (lane extension)	Direction Requested	7:30	30 min
Capital Budget Review	Direction Requested	5:00	90 min
River Fund Discussion	Information Only	6:30	15 min
Agenda Review		8:00	20 min
Legislative Review		8:20	20 min
Council Around the Table		8:40	20 min
Approximate Ending Time:			9:00

March 21, 2023 Councilmembers Absent:

Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
Pre-Meeting: NAPA IBS					
Approval of 3/7 Minutes					C
3rd Reading: An Ordinance Amending Casper Municipal Code Chapter 1.04 - General Provisions.			N		
Approving the Senior Center Lease				C	

March 28, 2023 No meeting

Work Session Meeting Agenda Items	Recommendation	Begin Time	Allotted Time
Meeting Canceled			

April 4, 2023 Councilmembers Absent:

Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
Pre-Meeting: Chinook Trail LAD (20 min)					
Approval of 3/21 Minutes					C

The Grid
A working draft of Council Meeting Agendas

April 11, 2023 Councilmembers Absent: Cathey

Work Session Meeting Agenda Items	Recommendation	Begin Time	Allotted Time
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
Meeting Follow-up		4:30	5 min
Ordinance Regarding Feeding Turkeys	Direction Requested	4:35	15 min
One Cent Applications	Direction Requested	5:05	20 min
Camping Ordinance	Direction Requested		
Agenda Review		7:50	20 min
Legislative Review		8:10	20 min
Council Around the Table		8:30	20 min
Approximate Ending Time:			8:50

April 18, 2023 Councilmembers Absent:

Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
Pre-Meeting: City of Casper Website					
Approval of 4/4 Minutes					C
Parking Garage Lease				C	

April 25, 2023 Councilmembers Absent: Cathey

Work Session Meeting Agenda Items	Recommendation	Begin Time	Allotted Time
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
Meeting Follow-up		4:30	5 min
One Cent Applicant Interviews (Tentative)			
Agenda Review			20 min
Legislative Review			20 min
Council Around the Table			20 min
Approximate Ending Time:			

Future Agenda Items

Council Items:

Item	Date	Estimated Time	Notes
Formation of Additional Advisory Committees			
Excessive Vehicle Storage			
Graffiti Abatement & Alternatives			After January 2023
Safe Place Program Implementation & Resolution			
Code Enforcement - Municipal Code?			
Class and Compensation Study Follow-up			May
Detox Funding Discussion			May
Livability/Marketing Follow-up			
Special Event Permitting Process			
Banner Health and Fire Agreement			Spring 2023
Publication Requirements			
Health Department Update			
Business Plans for Recreation Funds			
Applications of Home Rule Laws			
Snow Plowing			May 2nd

Staff Items:

Solid Waste Residential Passes			May 16th
Rec Enterprise Business Plans			13-Jun
City Inspectors Authority/Oversight of Licensed Contractors			
Speed Limit Ordinance Review			
Unpaid Utility Ordinance Amendment			
Part 2 Ford Wyoming Center			
Sponsorships and Naming Rights (Tentative)			
Judge's Quarterly Update			Rekurs Quarterly- To be requested by the Judge
Ford Wyoming Center Subsidy			
Tentative Budget to Council	May 9, 2023		
Council Budget Review	May 22*, 23, & 24*		
Second Sheet of Ice Financing			Spring 2023
Renner Agreement for Pickleball Resurface			
Parks Master Plans MOU's			
311 App - New Features			

Potential Topics-- Council Thumbs to be Added:

--	--	--	--

Future Regular Council Meeting Items:

Summary Proposed Budget to Council	6/6/2023		
Est. PH - Adopt FY24 Budget	6/6/2023		
PH & Adoption of FY24 Budget	6/20/2023		

Retreat Items:

Economic Development and City Building Strategy

Memo

To: Liz Becher
From: Amber Jividen Code Enforcement Supervisor
cc: Carter Napier, Craig Collins, City Council
Date: February 17, 2023
Re: Forced clean up

Summary

On February 17, 2023, Code Enforcement conducted a Property clean up in North Casper. This case had been opened in our system on November 16th, 2022 regarding junk, litter and debris violations (ORD 8.36.010). All required notices and allotted times had been met and exceeded as well as verbal communication with the primary person committing the violation.

Code Enforcement arrived with our contractors at 0900 hours on the 17th of February, and commenced the clean-up. There was no answer at the residence at the time of arrival. Law Enforcement was present with Code Enforcement during the initial stages of clean up in case there were any issues.

After a period of 20-30 minutes, and no contact from within the residence, Law Enforcement was released for their regular patrol assignments knowing that we would contact them if they became needed. The contractor had supplied us a crew of 6 people initially, with a 7th arriving later in the morning, and equipment of a large gooseneck dump trailer as well as a smaller cage trailer to haul items over a time span of 4 hours.

There was a total of 7 full trailer loads hauled away of metal, scrap metal, disassembled lawn mowers, riding law mowers with no engines or wheels, as well as a large amount of loose metal items. There was still a significant amount of snow on the ground which impeded our ability to remove all items as they were imbedded in approximately 2-3 inches of ice. We also, left some of the items that appeared to be in better working condition as well as tools, plastic storage sheds, coolers, and tires still on the rims (landfill is unable to accept those).

There is an allowable 120 sq. feet of outside residential storage allowed within a residential property. We attempted to allow that by leaving again, the tools, tool boxes and other items. This case was the second of its kind at this property within 2 years.

At the time of this writing, the initial weight of items removed today of junk, junk metal, mattresses, refrigerators, and a large amount of other junk, debris, litter, and tires, was to the

total of 13 tons plus bulk weight on the tires. We will await the final bill to be able to provide an exact number.

This was a large effort to ensure that this property was brought into compliance. Again, due to weather constraints as well as the amount of snow and ice, not all items could be safely removed.

At this time, the case is closed.

Attachments

Attached are some before and after pictures



BEFORE

02-13-2023 10:58 AM

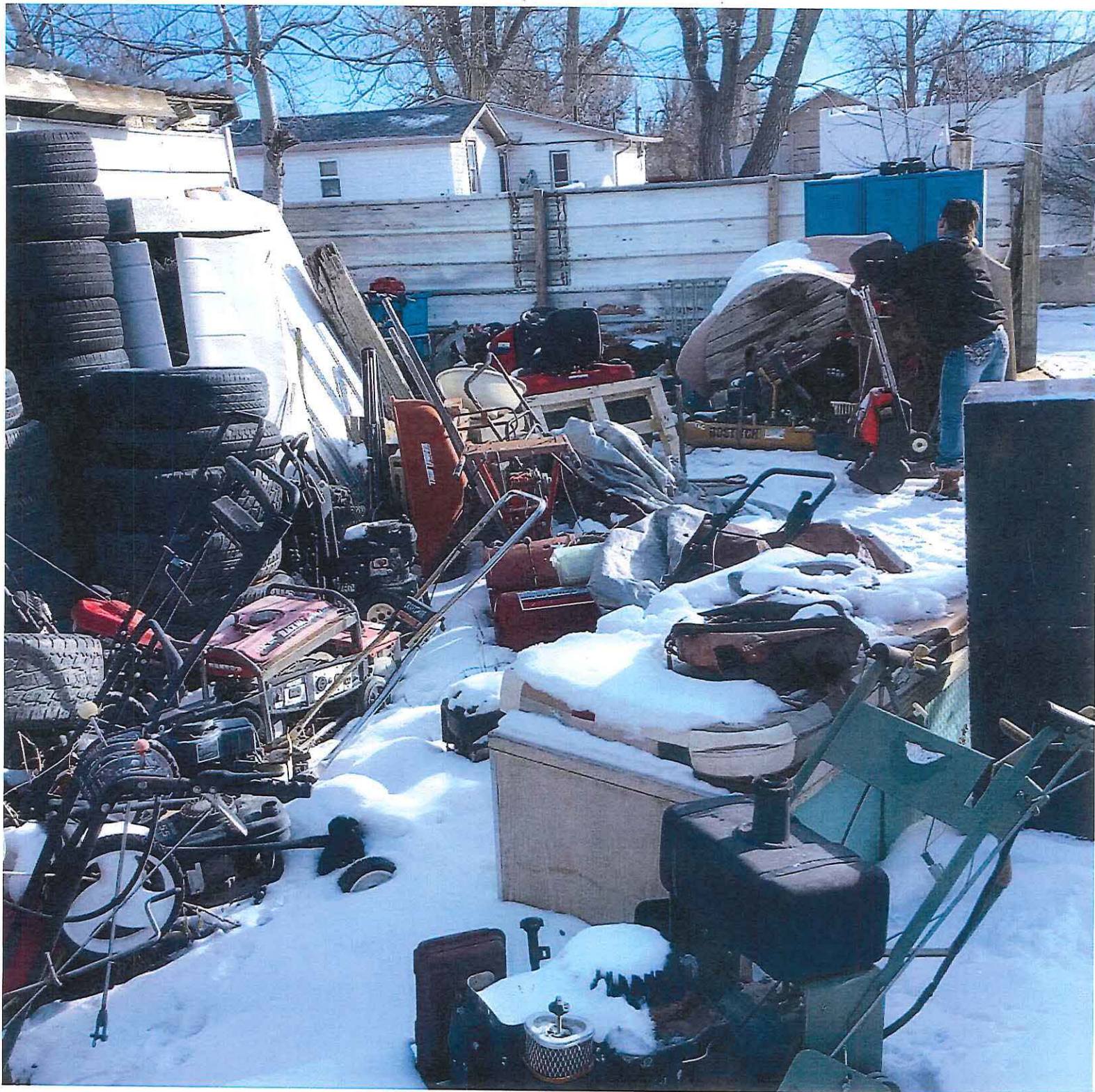
BEFORE



Before



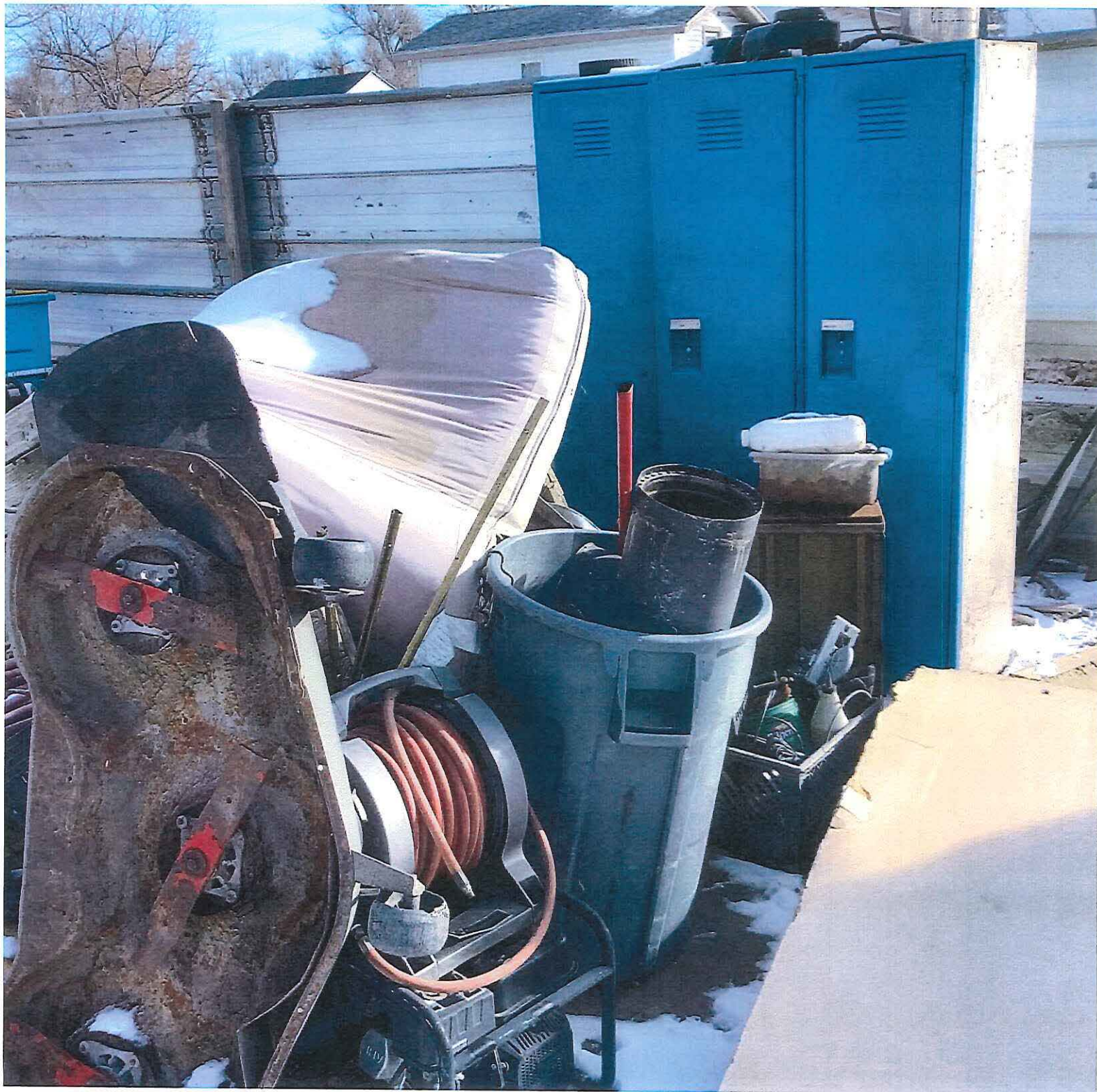
Before



Before



BEFORE



BEFORE





AFTER



AFTER



AFTER

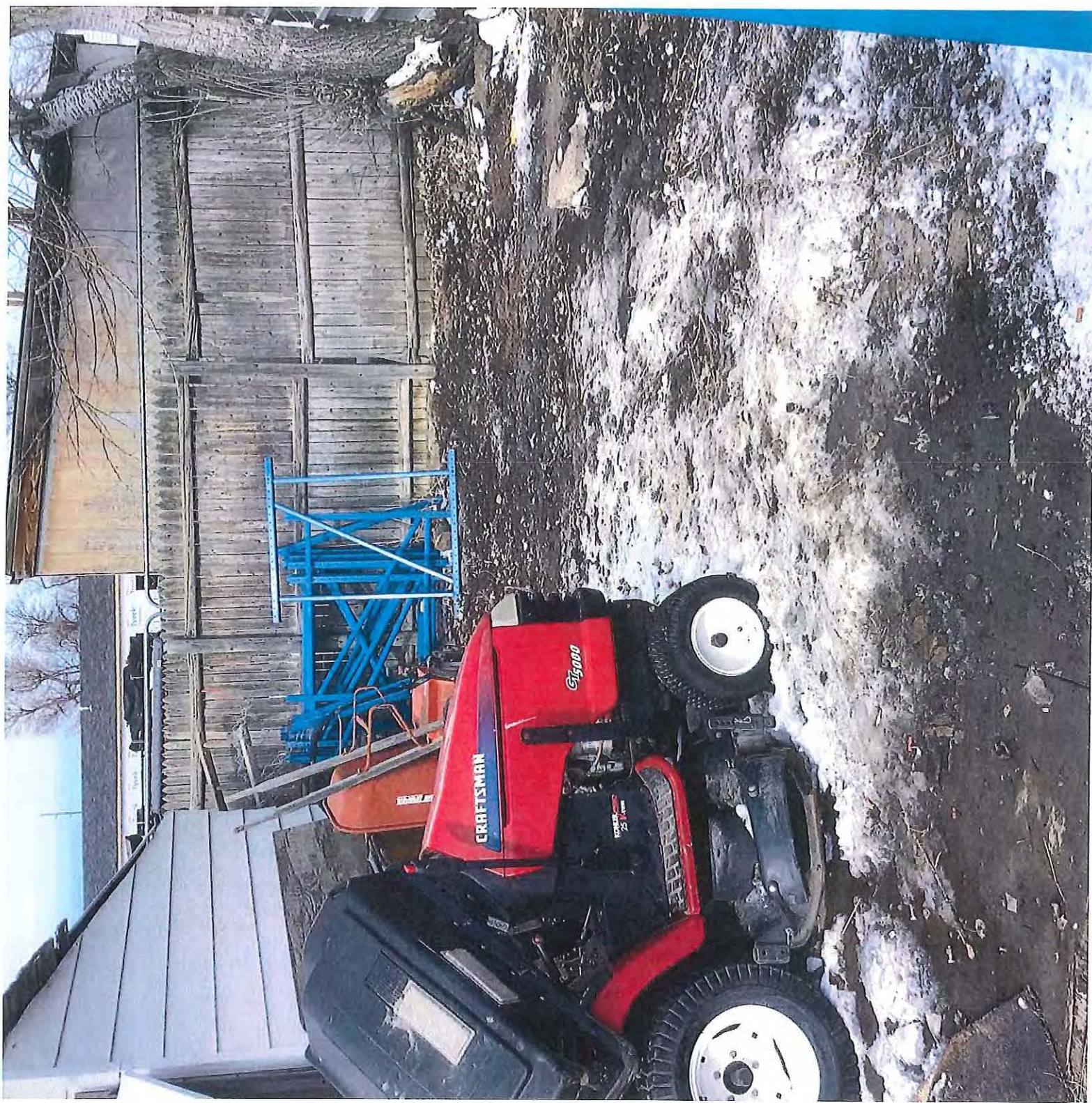


AFTER



AFTER





AFTER

MARCH



2023



MARCH 2023



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
<div>27</div> <div>Casper Showdown Wrestling Tournament 7:00 am- 7:00 pm</div>	<div>28</div>	<div>1</div>	<div>1</div>	<div>2</div> <div>WHSAA State High School 1A/2A Basketball Tournament 7:00 am- 10:30 pm</div>	<div>3</div> <div>WHSAA State High School 1A/2A Basketball Tournament 7:00 am- 10:30 pm</div>	<div>4</div> <div>WHSAA State High School 1A/2A Basketball Tournament 7:00 am- 7:30 pm</div>
<div>5</div>	<div>6</div>	<div>7</div>	<div>8</div> <div>WHSAA: HS State Spirit Competition 1:30 PM- 8:00 PM</div>	<div>9</div> <div>WHSAA State High School 3A/4A Basketball Tournament 7:00 am- 10:30 pm</div>	<div>10</div> <div>WHSAA State High School 3A/4A Basketball Tournament 7:00 am-10:30 pm</div>	<div>11</div> <div>WHSAA State High School 3A/4A Basketball Tournament 7:00 am- 9:00 pm</div>
<div>12</div>	<div>13</div> <div>CNFR Committee Meeting 5:00 pm- 7:00 pm</div>	<div>14</div>	<div>15</div> <div>Load-In Home & Garden Show 8:00 am - 6:00 pm Luncheon 12:00 pm- 1:00 pm</div>	<div>16</div> <div>Load-In Home & Garden Show 8:00 am - 6:00 pm</div>	<div>17</div> <div>Home & Garden Show 10:00 am - 6:00 pm</div>	<div>18</div> <div>Home & Garden Show 10:00 am - 6:00 pm</div>
<div>19</div> <div>Home & Garden Show 10:00 am - 4:00 pm</div>	<div>20</div> <div>Load-In WY State Pool 8:00 am- 5:00 pm</div>	<div>21</div> <div>WY State Pool Tournament Load-in and open practice 8:00 am-12:00 am</div>	<div>22</div> <div>WY State Pool Tournament 8:00 am- 12:00 am</div>	<div>23</div> <div>WY State Pool Tournament 8:00am-12:00 am</div>	<div>24</div> <div>WY State Pool Tournament 8:00 am- 12:00 am</div>	<div>25</div> <div>WY State Pool Tournament 8:00 am- 12:00 am</div>
<div>26</div> <div>WY State Pool Tournament 8:00 am-6:00 pm</div>	<div>27</div>	<div>28</div>	<div>29</div>	<div>30</div>	<div>31</div> <div>PBR Load-In 8:00 am-8:00 pm</div>	<div>1</div> <div>PBR 7:00 pm- 10:00 pm</div>

PROPOSED LOCAL ASSESSMENT DISTRICT (LAD) -
CHINOOK TRAIL ROADWAY IMPROVEMENTS

NEIGHBORHOOD MEETING

Monday, March 13th, 2023 @ 5:30 p.m.
Crest Hill Elementary – 4445 S. Poplar St.

February 23, 2023

Dear Property Owner:

The City of Casper has received a request to create a Local Assessment District (LAD) to complete roadway improvements for Chinook Trail. A LAD is a legal process that allows the City to make local improvements and to levy and collect special assessments on the property benefited by the improvements.

On Monday, March 13th, at 5:30 p.m., at Crest Hill Elementary, 4445 S. Poplar St., the City of Casper will hold an informational meeting concerning the proposed improvements, the anticipated costs, and the proposed assessments. The improvements consist of re-grading the roadway and paving with asphalt.

The procedure for creating a LAD, along with the ability for property owners to object, will be discussed, as will the proposed method of assessment and payment. If you have any questions or comments prior to the meeting, please contact me in the City Engineering Office at 235-8341.

Sincerely,

Andrew Beamer, P.E.
Public Services Director

From: Dave Fraser <dfraser@wyomuni.org>
Sent: Tuesday, February 21, 2023 12:16 PM
Subject: 2023 Legislative Session, week 6

Week 6 at the Capitol concluded February 17th. There are two weeks left in the session, with the scheduled adjournment on Friday March 3rd. The next bill deadline is February 24th, when bills must be reported out of Committee in the second house.

The following is a summary of the status of the most significant bills WAM is tracking. Please note that bills that have ~~strike through font~~ are dead and no longer being considered this session. Bills that are **grey shaded** have completed the legislative process this week and are complete.

The WAM Website contains information on the bills we are tracking, along with status of each bill. A link to site may be found at: <https://wyomuni.org/wam-legislative-tracking-database/>. From this page, click the Track All Bills hyperlink. This will take you the list of bills being tracking. From there you can go directly to bill. You can also sort by bills that WAM is supporting, opposing, and monitoring. To review the complete list of bills that have been filed, go the Wyoming State Legislature website. It may be found at <https://wyoleg.gov/Legislation/2023>

Sixth Week Highlights

Week six continued with committee meetings and floor sessions. The house and senate budgets were resolved by the conference committee. As noted last week, the adopted budget put \$1.4 billion into savings and reserves. Specifically 55% went into permanent savings (PMFT, School Foundation etc.) and 45% into reserves (LSRA, SIPA etc.) that can be spent with legislative authorization.

HOUSE BILLS

House Bill 02– Town Officers – Salary Waiver

This bill allows a town council member or mayor to refuse their salaries. This bill passed the House and has been referred to Senate Transportation. WAM is monitoring this bill.

House Bill 42 – Off Road Recreational vehicle operations

This bill allows for the use of the Interstate right of way for off road vehicles in certain situations. This bill would enable the off-road network in southwest Wyoming to be connected across I-80. The bill has passed the House and 2nd reading in the Senate. WAM is supporting this bill.

House Bill 50 – Solid Waste Cease and Transfer Funding

This bill creates prioritized cease and transfer projects for municipal solid waste facilities and provides funding for these projects. This bill has passed both bodies and assigned Chapter Number 12. WAM supported this bill.

~~House Bill 73 – Annexation vote requirement~~

~~This bill required that two-thirds (2/3) written approval from all landowners owning a majority of the land in an area before annexation into a municipality. This bill would make it significantly more difficult to annex properties into a municipality. WAM was successful in killing this bill in Senate Corporations.~~

House Bill 98 – Property Tax Homeowners Exemption

This bill provides a property tax exemption for low-income homeowners who meet specified requirements. The bill has been introduced and referred to House Revenue. WAM is monitoring the bill.

House Bill 99 Property Tax Refund Program

This bill would allow certain property owners who meet specific income qualifications to apply for a partial refund of property taxes. This bill expands an existing program. This bill was referred to House Appropriations. WAM is monitoring this bill.

House Bill 118 – Volunteer Firefighter Pension Funding

This bill would appropriate \$9 million to the Volunteer Pension. Money to fund this pension was diverted last year to address deficiencies in Fire Fund A. This bill passed both bodies with the original \$9 million appropriation. WAM supported this bill.

House Bill 121 – Property Tax deferral Program Amendments

This bill would allow certain low-income residential property owners to defer up to ½ of their property taxes. When this occurs, the state will place a lien on the property and the repayment of the deferment occurs with interest. It is anticipated that the state would be repaid at the time of the sale of said property. The bill has passed the House and has been referred to Senate Revenue. WAM is monitoring this bill.

House Bill 142 – Notice of Annexation

This bill would require that persons adjacent to areas being proposed for annexation be notified of the proposed annexation by first class mail. The bill passed the House and Senate and has been signed by the President as HEA No. 0032. WAM was monitoring this bill.

House Bill 185 – Direct Distribution

This bill provides an additional \$13 million in direct distribution funding. The bill was amended to add more than \$13 million back into the bill for a total of \$26,250,000 which was the Governor's recommendation. The amended bill passed the House, passed Senate Appropriations and has been sitting on General File for two weeks. WAM is making a major push to get a vote on this important bill.

House Bill 195 – American Rescue Plan Appropriation Amendments

This bill appropriates \$45 million to various executive branch departments and to Water Development Commission. The bill was laid back on 2nd reading. WAM is monitoring this bill.

SENATE FILES**Senate File 13 – Bar and Grill License Amendments**

This bill reduces the population requirement for bar and grill licenses effectively increasing the number of bar and grill licenses allowed. It completely removes population requirements in 2033. The amended bill received concurrence from the Senate and Assigned Chapter No. 20. WAM supported the bill.

~~Senate File 82 – Eligible Water and Sewer Projects~~

~~This bill provides \$89 million for selected water and sewer projects around the state. The bill passed the Senate but died in House Appropriations. WAM supported this bill.~~

Senate File 136 – Property Tax Relief – assessment rate reduction

This bill reduces the taxable value of real and personal property from 9.5% to 7.5%. The bill was amended in the Senate to change the reduction to 8.5% and passed Senate. It has been received for introduction in the House.

Senate File 148 – Preemption of local firearms regulations.

This is yet another preemption gun bill. The bill passed the Senate and placed on General File in the House. WAM is opposing this bill.

Senate File 151 – Wyoming Prescription Drug Transparency Act

This bill is comparable to HB 191 and last year's Senate File 36. It is an attempt to help small independent pharmacists. Unfortunately, the bill dramatically increases costs for prescription medications and will adversely impact JPIC and any city that provides health coverage to its employees. The current estimated cost is \$40 million. The bill has passed the Senate and will be heard by House Revenue on Tuesday morning. WAM is opposing this bill.

~~Senate File 158 – Public employee retirement plan contribution~~

~~This bill increases contributions by 1%. As currently drafted, the employer pays .5% and the employee contributes .5%. The bill failed a Committee of the Whole vote 3-55-4.~~

Senate File 159 – Stop ESG Eliminate economic boycott act.

This bill requires parties to state contracts to certify they do not engage in boycotting or discriminate against specified companies who support ESG policies. The bill will impede local and state air service contracts and will adversely affect intra and interstate air service. WAM is opposing this bill.

Senate File 164 – Public Improvement Contract Amendments

This bill amends the way public contracts may be awarded. It increases the amount of public works contracts with bid to \$75,000. It also provides alternative method for vehicle purchase. The bill passed the Senate and has been referred to House Corporations. WAM is supporting this bill.

SJ 003 – Property Tax Exemption for elderly and infirm

This bill would authorize an election to change to Wyoming Constitution to provide for a property tax exemption for the elderly and infirm. The bill has passed the Senate and is scheduled for a hearing before House Revenue. WAM is monitoring this bill.

If you have questions about any legislative issue, please do not hesitate to call Bob McLaurin at (307) 413-3483 or myself at (307) 414-0265.

J. David Fraser

Executive Director

Wyoming Association of Municipalities

315 West 27th Street

Cheyenne, WY 82001

307-632-0398

dfraser@wyomuni.org

www.wyomuni.org

"Communities that don't matter, don't exist."



***CENTRAL WYOMING REGIONAL WATER SYSTEM
JOINT POWERS BOARD***

MEETING PROCEEDINGS

January 17, 2023

A public meeting of the Central Wyoming Regional Water System Joint Powers Board (Board) was held Tuesday, January 17, 2023 at 11:30 a.m., in the Joint Powers Board Conference Room, Regional Water Treatment Plant, 1500 SW Wyoming Boulevard, Casper, WY.

Board Members Present - Vice-Chairman Bertoglio, Secretary Waters, Treasurer Cathey, and Board Members Knell, Pollock and Sutherland. Chairman King, and Board Members North and Sabrosky were absent.

City of Casper – Bertoglio, Cathey, Knell, Pollock, Andrew Beamer, Bruce Martin, Tom Edwards, Janette Brown

Natrona County –

Salt Creek Joint Powers Board – Sutherland

Wardwell Water & Sewer District –

Pioneer Water & Sewer District – Waters

Poison Spider Improvement & Service District –

Wyoming Water Development Office -

Sandy Lakes Estates –

Lakeview Improvement & Service District -

33 Mile Road Improvement & Service District –

Mile-Hi Improvement and Service District –

Central Wyoming Groundwater Guardian Team (CWGG) –

Others — Charlie Chapin – Williams, Porter, Day & Neville, P.C.

The Board meeting was called to order at 11:32 a.m.

1. In Announcements, Mr. Martin stated that Mr. Tracy Sutherland, Mayor of Midwest and Co-Chairman of the Salt Creek Joint Powers Board, is in attendance with Chairman King's proxy.

Vice-Chairman Bertoglio stated that Board Member North is unable to attend today as he is out of town.

Vice-Chairman Bertoglio stated that he is sitting as Chairman for Chairman King for the meeting today.

2. Vice-Chairman Bertoglio asked for a motion to approve the minutes from the December 20, 2022 Regular meeting. A motion was made by Secretary Waters and seconded by Board Member Knell to approve the minutes from the December 20, 2022 Regular meeting. Motion put and carried.
3. Mr. Martin informed the Board that two additional vouchers, 8547 and 8548, were added to the voucher listing that was sent out in the agenda packet.

Mr. Martin stated that vouchers 8534 and 8537 for West Plains Engineering in the total amount of \$2,725 are for the design of the WTP HVAC Chiller Replacement Project No. 20-030.

Mr. Martin stated that voucher 8538 for the Casper Star Tribune in the amount of \$173.48 is for the Notice of Final Payment Ad for the WTP Roof Replacement Project No. 21-062. Mr. Martin stated that this project has been completed.

Mr. Martin stated that voucher 8540 for Hach Company in the amount of \$4,815.64 is for lab equipment that was included in the FY23 Capital Budget.

Mr. Martin stated that voucher 8541 for the Wyoming Water Development Office in the amount of \$825 is for the annual Readiness-to-Serve water allocation as part of the Pathfinder Modification Project contract.

Mr. Martin stated that voucher 8545 for the City of Casper in the amount of \$18,500 is for engineering fees for the WTP Raw Water Intake Pipe Recoating Project No. 22-075.

Mr. Martin stated that voucher 8547 for Advanced Pump & Equipment in the amount of \$7,784.77 is the remainder of the cost for the Dewatering Pump. Mr. Martin stated that a few months ago the Board approved the upfront cost to order the Dewatering Pump.

Mr. Martin stated that voucher 8548 for Kenny Electric in the amount of \$7,997 is for security lighting upgrades.

Mr. Martin stated that the vouchers are in good order and recommended approval of vouchers 8534 through 8548 in the amount of \$496,575.52.

Ms. Brown clarified that voucher 8546 will be considered later in the meeting.

Board Member Knell asked if voucher 8545 is from the City Engineering Department, or if the engineering was subbed out. Mr. Martin stated that it is for work done by the City Engineering Department for the project design and construction administration.

Vice-Chairman Bertoglio asked for a motion to approve the January 2023 vouchers. A motion was made by Board Member Knell and seconded by Board Member Pollock to approve the January 2023 voucher listing to include voucher numbers 8534 through 8548 in the amount of \$496,575.52, with voucher 8546 to be considered later in the meeting.

Treasurer Cathey stated that the Operations Reimbursement invoice total on voucher 8542 is \$254,819.54, but the account balance listed on the invoice is \$382,779.94 and asked about the discrepancy between the two amounts. Ms. Brown stated that the account balance includes the total of the loan payment from voucher 8539, as the invoices for both vouchers are billed to the same account.

Motion put and carried.

4. Mr. Martin asked the Board to reference the Water Production table on the screen. Mr. Martin stated that there were 177 MG of water produced in December, which is 15 MG above the five year average of 162 MG. Mr. Martin stated that usually in the winter months, December through February, production is within a couple million gallons of average. Mr. Martin stated that in December there was quite an increase in water production/water demand during the cold snap. Mr. Martin stated that he believes this is related to people running their faucets to avoid frozen water lines. Mr. Martin stated that there were a lot of plumbing breaks in houses through that week and a half period.

Mr. Martin stated that year to date water production in December was 2.42 BG, which is 157 MG above the five year average of 2.26 BG. Mr. Martin stated that it has been a very good year for water sales.

Mr. Martin stated that Water Utility Charges for FY23 is \$5,399,536, which is approximately \$778,000 more than last year at the same time. Mr. Martin stated that the increase is due to the rate increase, and the above average water sales.

Mr. Martin stated that Reimbursable Contract Expense is \$2,144,195. Mr. Martin stated that the current figure also includes the December Operations Reimbursement. Mr. Martin stated that this line item is on track for where it was expected to be.

Vice-Chairman Bertoglio asked for a motion to approve the December 2022 Financial Report as presented. A motion was made by Board Member Knell and seconded by Secretary Waters to approve the December 2022 Financial Report as presented. Motion put and carried.

5. Vice-Chairman Bertoglio turned the time over to Mr. Edwards for the WTP Operations Update.

Mr. Edwards stated that production is currently 5.5 MGD and is being met using eight Casper wells and eight Morad wells. Mr. Edwards stated that there was a brief increase in demand during the week of Christmas. Mr. Edwards stated that he believes it was due to frozen pipes and running taps during the frigid cold, and people having visitors during the holidays.

Mr. Edwards stated that Maintenance staff repaired some intrusion alarms at the Southwest Booster and Mountain Road Booster.

Mr. Edwards stated that Maintenance staff also replaced some expansion joints on the Surface Water High Service Pumps.

Mr. Edwards stated that a check valve was replaced on Morad Well 7.

Mr. Edwards stated that Maintenance staff is working on wiring for Surface Water actuators.

Mr. Edwards stated that Morad Wells 4, 5, and 6 were flushed.

Mr. Edwards stated that the 2.6 MG Backwash Tank was drained for inspection. Mr. Edwards stated that there was some minor pitting of the flooring and City Engineering staff is going to reach out to the contractor to make the repairs.

Mr. Edwards stated that the heater in the Wardwell Booster was repaired.

Mr. Edwards stated that an ozone leak in the Ozone Contactor Room was repaired.

Mr. Edwards stated that staff has been doing some general housekeeping and organizing, cleaning, and removing old equipment.

Mr. Edwards stated that Rocky Mountain Air replaced some telemetry equipment on the Liquid Oxygen tanks.

Mr. Edwards stated that yesterday one of the pipes in the Pipe Gallery had a leak and Double D Welding was out and patched it.

Mr. Edwards stated that the VFD on Groundwater High Service No. 1 went out and Automation Electronics was on site today to troubleshoot.

Mr. Edwards stated that he will be giving the Transmission System Update as Mr. Anderson is unable to attend the meeting today.

Mr. Edwards stated that most of the Water Distribution staff has been on snow removal duty over the last several weeks.

Mr. Edwards stated that Distribution staff has been continuing to service the non-draining fire hydrants.

Mr. Edwards stated that Distribution staff greased all pumps and valves at all the boosters.

Mr. Edwards stated that all the booster ARV's have been flushed.

Mr. Edwards stated that Wardwell Water's Blair Lane Waterline tie-in has not been completed yet.

Mr. Edwards stated that all the bacti tests for the month passed.

Mr. Edwards stated that nitrification in the distribution system has slowed down and the residuals are looking good.

6. There was no Public Comment.

7. There was no Old Business.

a. There was no Other Old Business.

8. In New Business:

a. Vice-Chairman Bertoglio asked if Officer Elections should be moved to a different meeting since Chairman King is not in attendance today. Mr. Martin stated that he spoke to Chairman King and he is willing to continue to serve as Chairman if the Board is so inclined.

Board Member Knell stated that he feels Chairman King really enjoys being Chairman.

Treasurer Cathey stated that the Board could keep all the current Officers.

Board Member Knell asked who the current Board Officers are. Vice-Chairman Bertoglio stated that the current Board Officers are as follows:

Buck King – Chairman
Paul Bertoglio – Vice-Chairman
Ken Waters – Secretary
Steve Cathey – Treasurer

Mr. Chapin stated that the Board could make a motion to retain the current Board Officers.

A motion was made by Board Member Knell and seconded by Board Member Pollock to retain the current Board Officers as follows:

H.H. "Buck" King, Jr. – Chairman
Paul C. Bertoglio – Vice-Chairman
Kenneth L. Waters – Secretary
Stephen R. Cathey – Treasurer

Motion put and carried.

i. Vice-Chairman Bertoglio asked for a motion to approve voucher 8546 in

the amount of \$300 for Board Officer bonds.

A motion was made by Board Member Pollock and seconded by Secretary Waters to approve voucher 8546 for CNA Surety in the amount of \$300 for Board Officer Bonds for the Chairman, Vice-Chairman, and Secretary.

Treasurer Cathey asked if the Treasurer is not bonded as the voucher is only for bonds for the Chairman, Vice-Chairman, and Secretary. Ms. Brown stated that a bond was issued for Treasurer Cathy when he took Office a few months ago and will not be renewed until later in the year.

Motion put and carried.

- b. Mr. Martin stated that the WTP Raw Water & High Service Piping Recoating Project No. 22-075 was planned for FY23 and was approved in the FY23 Capital Budget. Mr. Martin stated that two bids were received on December 28, 2022.

Mr. Martin stated that this Project includes the removal of existing exterior coating and application of a new coating system to the piping and fittings of the Raw Water intake, and the Clear Well intake under the High Service Pump Gallery. Mr. Martin stated that this piping is very corroded and needs sandblasted and recoated to increase the longevity of the piping.

Mr. Martin stated that bids were received from Carr Coatings, LLC from Belle Fourche, SD, and Riley Industrial Services, Inc. from Farmington, NM. Mr. Martin stated that no bids were received from Wyoming contractors, so the 5% preference does not pertain to this project.

Mr. Martin stated that Carr Coatings, LLC came in with the low bid amount of \$87,760. Mr. Martin stated that the estimate prepared by City Engineering staff was \$100,000. Mr. Martin stated that a construction contingency amount of \$10,000 is recommended and brings the total project amount to \$97,760.

Mr. Martin stated that it is anticipated that this project will be completed by June 30, 2023.

Treasurer Cathey asked when the contractor will be starting the project. Mr. Martin stated that once the Board approves a contract, the contractor has thirty days to submit their contract documentation and will be able to start soon afterwards.

Board Member Knell stated that it is quite a disparity between the two bids that were received. Mr. Martin stated that it is, and both companies have been used in the past.

A motion was made by Treasurer Cathey and seconded by Secretary Waters to approve the contract with Carr Coatings, LLC for the WTP Raw Water & High Service Piping Recoating Project No. 22-075 in the amount of \$87,760 and

authorize a construction contingency account in the amount of \$10,000, for a total project amount of \$97,760. Motion put and carried.

c. In FY23 Budget Amendments:

- i. Mr. Martin stated that in December 2022, the Casper City Council approved a 3.5% Cost of Living Adjustment (COLA) for all City employees to go into effect in January.

Mr. Martin stated that the FY23 WTP Operations Budget Amendment No. 1 has a Revenue of \$18,346, which is the Agency Budget reimbursement to the Operations Budget.

Mr. Martin stated that the FY23 WTP Operations Budget Amendment No. 1 also includes an Expense of \$18,346 which includes Salaries, Workers Compensation, Federal Taxes, and Retirement Contributions. Mr. Martin stated that this would bring the FY23 WTP Operations Budget total from \$3,830,789 to \$3,849,135.

A motion was made by Board Member Pollock and seconded by Secretary Waters to approve the FY23 WTP Operations Budget Amendment No. 1 in the amount of \$18,346, bringing the total FY23 WTP Operations Budget to \$3,849,135. Motion put and carried.

- ii. Mr. Martin stated that the FY23 RWS Agency Budget Amendment No. 2 has the same amount of \$18,346 added to the Reimbursable Contract Expenses line item which is used to reimburse the WTP Operations Budget. Mr. Martin stated that this brings the FY23 Agency Budget total to \$9,602,402.

A motion was made by Treasurer Cathey and seconded by Secretary Waters to approve FY23 RWS Agency Budget Amendment No. 2 in the amount of \$18,346, bringing the total FY23 RWS Agency Budget to \$9,602,402. Motion put and carried.

- d. Mr. Martin stated that in August the Board submitted grant applications on three projects to the Water and Sewer Project ARPA funding that was available at that time. Mr. Martin stated that the Board was awarded funding for one of those projects.

Mr. Martin stated that this next batch of grant funding is called the Local Government Project ARPA Program, and has \$50 M of funding available. Mr. Martin stated that it is open now for applications. Mr. Martin stated that the application period closes January 23, 2023. Mr. Martin stated that staff is recommending the Board apply for grants for the two projects that were not funded in the previous round of ARPA funding.

- i. Mr. Martin stated that the Filter Valve Replacement Project grant

application is for \$500,000.

Vice-Chairman Bertoglio asked if this is a matching grant. Mr. Martin stated that there is a minimum 15% match for the grant. Mr. Martin stated that a recommendation of funding will be brought to the Board in the FY24 Capital Budget discussions.

A motion was made by Board Member Knell and seconded by Secretary Waters to approve Resolution No. 23-01 for submitting a grant application to assist in funding the Filter Valve Replacement Project. Motion put and carried.

Board Member Knell asked if he is correct in thinking that there was \$85 M in projects that were not funded in the first round of ARPA Grants. Mr. Martin stated that there was \$50 M appropriated and there were requests for \$225 M. Board Member Knell stated that he is assuming that all the projects that were not funded will have applications submitted for this round of funding. Mr. Martin stated that is possible.

Vice-Chairman Bertoglio stated that with this particular batch of applications, Water and Sewer Projects will have lower priorities, as they are looking to fund other types of community projects. Board Member Knell asked if the likelihood of getting funding for the RWS projects is low. Mr. Martin stated that we won't know for sure until all the applications are reviewed, but he guarantees there will be a lot more requests than there is funding.

- ii. Mr. Martin stated that the same process as the previous project will be used for the 42-inch Ground Water Pipe Replacement Project. Mr. Martin stated that this application is for \$250,000.

A motion was made by Board Member Knell and seconded by Secretary Waters to approve Resolution No. 23-02 for submitting a grant application to assist in funding the 42-inch Ground Water Pipe Replacement Project. Motion put and carried.

Board Member Knell asked when the applications will be let since the deadline is next week. Mr. Martin stated that they have not set a special meeting yet for the State Loan Board, they just said it will take place at an upcoming meeting. Mr. Martin stated that he expects it will take place within the next month or so.

- e. There was no Other New Business.

- 9. A motion was made by Board Member Pollock and seconded by Treasurer Cathey to adjourn from Regular Session into Executive Session at 11:57 a.m. to discuss potential litigation. Motion put and carried.

A motion was made by Secretary Waters and seconded by Treasurer Cathey to adjourn from Executive Session and move back into Regular Session at 12:06 p.m. Motion put and carried.

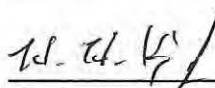
The Regular Session was called to order at 12:06 p.m.

A motion was made by Treasurer Cathey and seconded by Secretary Waters to authorize the Vice-Chairman to execute a retainer agreement with Napoli Shkolnik, PLLC. Motion put and carried.


10. In the Chairman's Report, Vice-Chairman Bertoglio stated that the next meeting will be held on February 21, 2022. Vice-Chairman Bertoglio stated that he will not be at the Board meeting next month as he will be out of town that week. Vice-Chairman Bertoglio stated that if Chairman King is not able to attend the meeting next month, it may need to be rescheduled.

Treasurer Cathey stated that he will also be out of town the day of the February meeting.

A motion was made by Treasurer Cathey and seconded by Secretary Waters to adjourn the meeting at 12:08 p.m. Motion put and carried.



Chairman



Secretary



Contractors Licensing and Appeals Board for February 16th 2023

Members Present:

Scott Warren
Steven Walkin
Travis Briggs
Sean Lijewski

City Council Present:

Lisa Engebretsen

City Staff:

Dan Elston
Deeann Miller
Justin Scott
Shawn Barrett

Call Meeting to Order – 3:58 PM

Monthly Report Update – Please see attached report

New Business: None at this time

License Applications:

General Contractors:

Donald Warner – Class I General Contractor – ***Denied Class I, Approved to test Class II***

Perry Grant – Grant Cont. – Class II General Contractor – ***Approved to test Class II***

Chance Englehart – Engle Hart Cons – Class III General Contractor – ***Approved to test Class III***

Plumbing Applications:

Jeremy Poole – Master Plumber – ***Approved to test***

Stephanie Shurter – Master Plumber - ***Approved***

Mechanical Applications:

Exavier Armijo – Master Mechanical - ***Approved***

Douglas Haines – Journeyman Mechanical – ***Approved to test***

Christopher O'Donnell – Journeyman Mechanical – ***Approved to test***

Complaints: Complaint was filed against 5150 Roofing and Siding as well as R & G Construction. Letters were sent certified to these individuals in regards to this complaint explaining what steps need to be taking to satisfy this issue. The complaint will be filed with the contractors records for the remained of the time they have a current city license.

Unsafe Structures Ordinance: Currently working with City attorney's office on changes.

Meeting Adjourned: 4:36 PM

Respectfully submitted,

Dan Elston, Secretary