



CITY OF GILLETTE

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City of Gillette Regional Water Panel Minutes July 10, 2025

PRESENT

PANEL MEMBERS	YES	NO
Bill Brewer (WWDC)		X
E. Loren Crain, Board Chairman		X
Robert Hollander	X	
Levi Jensen	X	
Ralph Kingan, Board Vice Chairman	X	
Don McKillop		X
Charles "Pete" LeRoy	X	
MEETING QUORUM	Yes	

STAFF MEMBERS	YES	NO
Joff Pilon, Utilities Director	X	
Howard Jones, Water Manager	X	
Joe Schoen, City Engineer	X	
Sam Proffer (County)		X
Katie Crisp, Admin Coordinator	X	

I. Call Meeting to Order

The meeting was called to order at 12:07 pm by Ralph Kingan.

II. Approval of Minutes (April 15, 2025)

Ralph Kingan requested a motion to approve April 15, 2025, minutes. Levi Jensen made a motion, seconded by Robert Hollander. All members voted Aye. Motion passed.

III. Engineering Projects Updates (Joe Schoen)

Well Installation Project 2C: (Wells M13, M14, & M15)

All materials have been delivered, and all work is anticipated to be completed in the next month. Additional roadway and drainage improvements were added to

the project and will be completed within the month as well. This project should be complete and accepted by council come September-ish.

Regional Water Ph 3: American Road et al

80%-90% completed. All water mains north of the interstate are installed. The control buildings are getting finalized. There was a delay with the boring work under the railroad and interstate. The soils were very poor and the railroad didn't have an inspector available until mid-July to continue the bore. Boring operations should start mid-July and be completed before the end of July. The entire project is anticipated to be completed in August with final acceptance in September or October.

Regional Water Ph 4: Fox Ridge

99% completion. Final punch list items need completed. This work includes painting bollards, final reclamation and testing of the control building internal piping which had a leak. This work should be completed at the end of July with final acceptance of the project in August or September.

Regional Water Ph 5: Airport Extension

Project is currently advertising with the bid opening next week. The work is expected to begin in fall/winter of 2025 with completion by the end of 2026.

Regional Water Ph 6: Stroup MHP, Eagle Ridge Subd, and People's ISD

95% completion. Crews are completing the change order work to provide a transmission main to the People's ISD this month. We also have a delay in electrical components being delivered with the control buildings for another 6-8 weeks. This project is expected to be completed in the next 3 months (October) with final acceptance of the project in November or December.

Regional Water Ph 7: Hoy Subd, and Countryside Subd:

Letters were sent out to all three entities to update the water service agreement. Once we receive the official requests back to serve them water, we will take any requests to the WWDC board for approval of the design and easement negotiations. These WWDC applications are due before the end of August.

Fox Park Monitoring Station Project:

This project was awarded and will start work on the building in July with all utility work being completed in September (after peak season). All work is anticipated to be completed before November.

IV. Water Operations (Howard Jones)

The 2nd Quarter 2025 Water Consumption Report was reviewed.

AWIA Round 2 Security: (physical, process, cyber)

CISA physical security onsite visit has been completed. Main action items were increased signage of restricted areas on all 4 sides of every facility, extension of guardrail to limit vehicular traffic and access at blending point, staking of bottoms of chain link fences, and fence weaknesses at Madison water loadout. They also strongly recommended policies stating administrative closure to public at all utility sites by governing body. Coordinating cyber security penetration testing by CISA/WY Dept. of Homeland Security. Security policies, access policies and On-call policies recommended for updates and revisions/hardening. Currently working on a major revision of the SOP manual.

Madison and Pine Ridge:

Upcoming capital project design for 20-year rehab of 4 tanks at Madison and Pine Ridge. Sensus individual AMI (smart) meters for Madison wells and disinfection facility to track cost per process/type and overall true cost of t gal of raw and treated water. AMI collectors installed for future regional expansion.

2022 Sanitary Survey:

Howard Jones provided the attached 2022 EPA Sanitary Survey Significant Deficiency Remediation report for the Panel's review. Howard received written acceptance that Water's sanitary survey deficiency corrections (other than those that were approved for extensions due to design/construction) have been accepted and cleared by EPA. Three(3) reservoir overflows are in design and will be constructed to provide physical separation and free fall per WY DEQ and EPA design requirements. The 225 Sanitary Survey will be completed October 6-8, 2025 by EPA Region 8.

2024 Consumer Confidence Report (CCR):

Howard Jones provided the attached revised 2024 CCR for the Panel's review. The report revisions included the EPA Unregulated Contaminant Monitoring Rule 5 (UCMR5) Information on PFAS, PFOA, and Lithium and the 2024 sampling results.

The Water Distribution Crew has been digging up and replacing five(5) blowoffs on the 30" from D Road heading West to Rozet. These have been failing due to age and Water is going to address five(5) per year starting with the highest-pressure sections of this forty-six(46) year old line.

Howard Jones informed the Panel that research is being completed to potentially remove the restrictions on S18, S19, and S27 Wells from the Pettigrew interference claim. The claim is likely void due to lack of monitoring and data by Mr. Pettigrew per Morrison-Maerle.

Howard Jones briefly discussed ISO and fire hydrant flow modeling, GIS data, and physical color coding by flow with MMI, EN, CCFG, and City Water. He mentioned they are looking to improve ISO rating by 1-2 categories and when ISO improves it improves property insurance.

Pump Station #1:

Bid opening is July 29, 2025. Eleven(11) companies have shown pre-bid interest.

Howard Jones informed the Panel that he will be participating in the WYOWARN meeting in Lander, WY the end of this month.

Donkey Creek/Sunny Slope Road:

Hot Iron won the quote to excavate the pipeline to diagnose and determine repairs for short. Water is working on permanent fencing around the high-arc flash area at Donkey Creek, which will replace the temporary steel panels that are currently in place.

Working on CP rectifier and deep ground anode bed easements and contractability at Wyodak/Blending point. Howard Jones noted that Gillette is unique with deep ground wells.

Howard Jones informed the Panel that Western Dakota Water System is being formed and the benefit for Regional Water is that the Madison Well will have monitoring/data collection.

V. Next Proposed Meeting (TBD) – October, 2025 (Send Survey for Optional Dates)

The meeting was adjourned at 12:27 pm

RESPECTFULLY SUBMITTED,

Absent

E. Loren Crain
Board Chairman



Ralph Kingan
Board Vice Chairman

DATE APPROVED: October 28, 2025

ELC/kac