



CITY OF GILLETTE

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City of Gillette Regional Water Panel Minutes February 15, 2024

PRESENT

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

STAFF MEMBERS	YES	NO
Joff Pilon, Acting Utilities Director		X
Howard Jones, Water Manager	X	
Joe Schoen, City Engineer	X	
Matt Olsen (County)		X
Katie Crisp, Admin Assistant	X	

I. Call Meeting to Order

The meeting was called to order at 12:13 pm.

II. Approval of Minutes (March 23, 2023, August 17, 2023, & November 8, 2023)

Loren Crain requested a motion to approve the March 23, 2023, minutes. Ralph Kingan made a motion, seconded by Robert Hollander. All members voted Aye. Motion passed.

Loren Crain requested a motion to approve the August 17, 2023, minutes. Ralph Kingan made a motion, seconded by Robert Hollander. All members voted Aye. Motion passed.

Loren Crain requested a motion to approve the November 8, 2023, minutes. Ralph Kingan made a motion, seconded by Robert Hollander. All members voted Aye. Motion passed.

III. Annual Election of Officers

- a. **Elect Chairman** – E. Loren Crain was nominated by Ralph Kingan. With no other nominations E. Loren Crain was elected Chairman of the Regional Water Panel with a unanimous vote. This appointment will last one (1) year.
- b. **Elect Vice Chairman** – Ralph Kingan was nominated by Don McKillop. With no other nominations Ralph Kingan was elected Vice Chairman of the Regional Water Panel with a unanimous vote. This appointment will last one (1) year.

IV. Engineering Projects Updates (Joe Schoen)

Well Installation Project 2C:

The bid was awarded to Prospect Construction, a company from Montana, it was noted their bid came in under the engineer estimate. Startup scheduled for February 26, 2024, with projected completion of July 2025.

Regional Water Ph 3: American Road et al

At 90% of plans. We are anticipating advertising in March 2024 and projecting completion in July 2025.

Regional Water Ph 4: Fox Ridge

At 90% of plans. The easement has been secured and advertising is projected for April or May 2024.

Regional Water Ph 5: Airport Extension

Restarted now at 12% plans. The City received clarification from the county and a title company on Hannum Road (north/south) easement ownership, and it was determined that the county cannot grant access to Hannum Road. Hannum Road (east/west) is the same. The City has changed the alignment for a different route along HWY 59, surveying has not been completed at this time. Advertising is projected for November or December 2024.

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

The City continues the process of hiring Morrison Maierle to complete the design. This project is going on the fast track to bidding due to the funding from ARPA funds. This project needs to be awarded to the contractor before September 2024. Easements are a concern with the design based on past regional connections. The design will be completed as soon as possible to get the project awarded within the given timeframe.

Regional Water Ph 7: Hoy Subd, and Countryside Subd

The City is working on getting water service agreements and projects to have a water development agreement by August, 2024. It was noted that the route would run parallel to HWY 14-16.

Robert Hollander opened discussion regarding if the purpose of this expansion is to increase customer base, it was noted that these developments were part of the preliminary water development agreements. Howard stated an updated map would be provided to the panel members.

V. Water Operations (Howard Jones)

The 30" transmission line has a connection leak by Moorcroft and will need to be repaired to keep running. \$15,000-\$16,000 has been budgeted for small excavation jobs and \$40,000 for larger excavation jobs.

It was discovered that the Madison Reservoir has a leak if it is above 85% full. The City will have tank divers come in to locate and fix the leak. It was also mentioned that the City is working on the annual tank cleaning and inspections.

Cathodic Protection coating anomalies on the 42" transmission line between Wyodak and Union Chapel Road, resulting in the need to install an additional rectifier and deep ground anode bed to provide additional DC current protection until repairs can be diagnosed and performed. Estimate received from MatCor for \$68,000.

Routine post peak pumping season activities related to maintenance, repairs, and winterization of facilities not used during the low flow season are being completed.

Loren Crain opened discussions regarding the status of the storage projects. Joe Schoen mentioned that the study has been completed and when there is a development demand funding would be discussed at that time. Howard Jones mentioned that the Zone 2 Pumpstation and tank are maxed out so there would be a need for expansion for future development in that area.

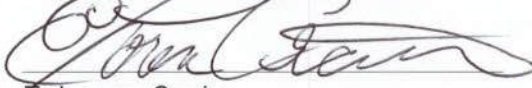
Howard provided the panel with a copy of the Water Consumption Report for November 2023-January 2024.

Robert Hollander questioned the increase in consumption. Howard Jones responded that a cast iron water main located at 6th Street and Osborne Ave had cracked and was leaking, this has been fixed.

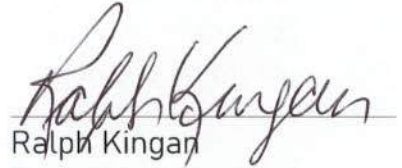
VI. Next Proposed Meeting (TBD)

With no further discussion to come before the Panel, Robert Hollander made motion, seconded by Don McKillop to adjourn the meeting. The meeting was adjourned at 12:50 pm

RESPECTFULLY SUBMITTED,



E. Loren Crain
Board Chairman



Ralph Kingan
Board Vice Chairman

DATE APPROVED: 2024-04-11

E.LC/kc